

Professional Transportation Bulletin

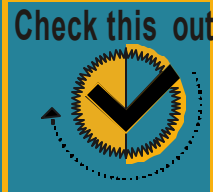
PTB 161

August 04, 2011

**Statements of Interest are due before 12:00 p.m.
on August 25, 2011
Selection Date: October 12, 2011**



Help?
INFORMATION



Illinois Department of Transportation
2300 South Dirksen Parkway, Springfield, Illinois 62764

IMPORTANT NOTICE PROFESSIONAL TRANSPORTATION BULLETIN REVISIONS

Selection Date: October 12, 2011

The following revisions have been made to this Professional Transportation Bulletin. If you downloaded the bulletin prior to the noted revision date, you should incorporate the revisions or download and use a new copy of the bulletin.

REVISION DATE: There are no revisions as of August 4, 2011.

State Of Illinois Contact Information

Department Of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

The Transportation Bulletin is the official Illinois Procurement Bulletin for the Illinois Department of Transportation as authorized by Section 15-1 of the Illinois Procurement Code, 30 ILCS 500/15-1. It is available on **IDOT's WEBSITE** at <http://www.dot.il.gov>.

Professional Transportation Bulletin

The Professional Transportation Bulletin Contains information pertaining to the advertisement for offers of interest for professional services for Department of Transportation projects.

Questions concerning this Bulletin should be directed to:

Carrie Kowalski

Consultant Unit Chief

E-mail: Carrie.Kowalski@illinois.gov

Phone: 217-782-6916

Or mailing address:

Bureau of Design and Environment
2300 South Dirksen Parkway
Attn: Consultant Unit
Room 330
Springfield, IL 62764

Tentative Schedule For Professional Transportation Bulletins

ACTIVITY	PTB 162	PTB 163	PTB 164	PTB 165	PTB 166	PTB 167	PTB 168
PUBLISH PTB	11/10/2011	02/02/2012	05/03/2012	08/09/2012	11/08/2012	02/07/13	05/02/13
***STATEMENTS OF INTEREST ARE DUE	12/01/11	02/23/2012	05/24/2012	08/30/2012	11/29/2012	02/28/13	05/23/13
SELECTION MEETING	01/25/12	04-18-2012	07/18/2012	10/24/2012	01/23/2013	04/24/13	07/17/13

***** STATEMENTS OF INTEREST FOR THE CURRENT PTB MUST BE RECEIVED BETWEEN, Publish Date 08-04-11 & 08-25-11 (12:00 P.M. NOON)**

STATEMENTS OF INTEREST RECEIVED AFTER 12:00 P.M. WILL NOT BE CONSIDERED

Required forms for each submittal are available at <http://www.dot.il.gov/desenv/deform.html>

Review the Guidelines and E-mail procedures in the PTB for submittal requirements. Both are linked in the bookmarks.

We encourage the review of the FREQUENTLY ASKED QUESTIONS, located in the NEW NOTICES and the website: <http://www.dot.il.gov/desenv/FAQ.html>

NOTICE

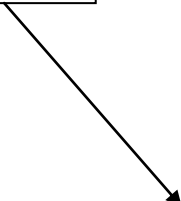
Selection for PTB 161 will take place on October 12, 2011 **not** October 19, 2011.

NOTICE

Proposed Negotiation Meeting information for Items will be available at the following link: <http://www.dot.il.gov/dobuisns.html>

Consultant Services

Link for
negotiation
information



[Bridge CADD Standards / Downloads](#)
[CADD Roadway Drafting Reference Guidelines](#)
[CADD Standards/Downloads](#)
[CADD Roadway and Structure Project Deliverables Policy](#)
[Consultant Forms](#)
[Consultant Mentor Protégé Program](#)
[Consultant Prequalification](#)
[Consultants Professional Transportation Bulletins](#)
[Facility Cost of Capital Rates](#)
[Federal Mileage Reimbursement Rates \(for existing contracts with CONUS\)](#)
[Frequently Asked Questions **NEW**](#)
[Negotiation Information for Current Bulletin](#)
[Professional Transportation Bulletin Schedule](#)
[Standard Agreement Provisions for Consultants](#)
[State Mileage Reimbursement Rates](#)
[Uniform Audit and Accounting Guide](#)

- **Region 1**
 - Diane O'Keefe
 - District 1
 - Items 1 - 18
- **Region 2**
 - Eric Therkildsen
 - District 2
 - Items 19 - 20
 - District 3
 - Items 21 - 24
- **Region 3**
 - Joseph Crowe
 - District 4
 - Items 25 - 27
 - District 5
 - Items 28 - 29
- **Region 4**
 - Roger Driskell
 - District 6
 - Items 30 - 31
- **Region 5**
 - Regional Engineer
 - District 8
 - Item 32
 - District 9
 - Item 33
- **Bureau Of Bridges & Structures**
 - Carl Puzey
 - Items 34

NOTICE FOR JOINT VENTURE 08-04-11

Statements submitted by Joint Ventures may be considered. The Joint Venture, Agreement signed by all parties, must be included with the statement of interest. The Joint Venture entity will have the sum of the individual firms' prequalification, capacity and evaluation history. IDOT **does not** have a form for joint venture agreements. The firms submitting as a joint venture are required to obtain and submit the joint venture agreement.

If firm is submitting as part of a JV team, then the firm may not submit as a prime alone or as part of another Joint Venture team on the same item.

The required insurance coverage applies to the Joint Venture entity.

The Joint Venture entity will submit one statement of interest with the following specified:

- The party who will be the managing firm
- The firm responsible for each prequalification category (must be prequalified in the category of work the firm is performing)
- Each individual firm's work left, delinquent debt, Iran disclosure, and disclosure forms A&B.
- The firm responsible for invoicing
- One Exhibit A plus other required documents specified in the PTB combining the information for all firms. (Indicate personnel name and firm name on Exhibit A for key staff)

EXHIBIT A EXAMPLE:

Name Required Prequalification Category :

Location Drainage

*Name	<u>Mr. John Smith (ABC Engineering Assoc.)</u>		
Category	<u>PE</u>	(PE, SE, LS)	
Registration #	<u>62012345</u>		
Year Registered	<u>1995</u>	State	<u>IL</u>
Office Location:			
City	<u>Chicago</u>	State	<u>IL</u>

A firm planning to submit a Statements of Interest, as a joint venture is required to contact the department 5 days before the Statements of Interest is due for a new Statements of Interest Code. This is required for every bulletin. Firm's not requesting a Joint Venture Code or firms that request after the due date will not be eligible for consideration.

Contact Carrie Kowalski by e-mail at Carrie.Kowalski@illinois.gov for the Joint Venture Code.

The code is required so the joint venture proposal is recognized as a joint venture team and not as an individual firm submittal.

Notice
Statement of Certification for
Architectural and Engineering Firms
Meeting with IDOT Staff

6-23-11

For all architectural and engineering consulting firms desiring to meet with IDOT staff, a form has been developed that must be completed before the meeting.

The form has been included on the following page.



The architectural and engineering firm meeting with the Illinois Department of Transportation (IDOT) staff must read and sign this form before the meeting occurs. A new form must be signed for each meeting and each firm involved.

I, the undersigned, attest and certify that I and the firm I represent are aware of all legal requirements for procurement communications reporting in the State of Illinois. The requirements include the provisions of **Public Act 096-0795**, commonly known as Senate Bill 51 and any subsequent amendments thereto. The requirements also include internal IDOT policies on procurement communications as posted on its official website.

I also attest and certify that the firm and I will adhere to those requirements, upon penalty of a one-year ban on any communication with the department personnel.

Further, I attest and certify that the firm and I are aware of departmental requirements governing such communications, specifically:

1. All opportunities for meetings are subject to IDOT staff availability.
2. The firm must provide an agenda for the meetings, once scheduled, at least two (2) working days prior to the meeting date.
3. No lobbyists will be allowed in any meetings between the firm and IDOT staff.
4. The firm must take notes during the meetings.
5. No such meetings will take place less than two (2) weeks before a Selection Committee meeting.
6. Discussions are limited to:
 - a. Firm's personnel
 - b. Firm's past experience
 - c. Work performed/completed for other governmental entities
 - d. Technology
7. **PROCUREMENT DISCUSSIONS DURING THE MEETINGS ARE PROHIBITED:**
 - a. If such discussions occur, IDOT staff will collect meeting notes from the firm – augment them as necessary- and post them on the Procurement Policy Board website.
 - b. Additionally, the individuals and the firm involved will be barred from meeting with any IDOT staff for one (1) year from the occurrence.

By: _____
Signature Date

Name (Print) Title

Firm Name (Print)

Notice

2012 Standard Specifications For Road & Bridge Construction

Orders are now being taken for the 2012 Standard Specifications for Road and Bridge Construction. This book, which will become effective January 1, 2012, is being distributed in August 2011. The \$35.00 purchase price for this book also includes the Supplemental Specifications and Recurring Special Provisions, which are distributed to registered book holders annually.

Order form located at IDOT Website under Doing Business/Manuals/Highway Manuals Order Form:
<http://www.dot.il.gov/desenv/orderform.html>

The Highway Manuals Order Form is also included in the Professional Transportation Bulletin on the following page.



Illinois Department of Transportation

Highway Manuals Order Form

Return completed form and payment (no COD or cash) to:

Illinois Department of Transportation
Policy Distribution Office – Room 304
2300 South Dirksen Parkway
Springfield, IL 62764

Checks and money orders should be payable to *State Treasurer of Illinois*.

For security purposes, if you would like to pay with a Visa or Mastercard, please call 217-782-3464.

Policy Distribution Office Information

Phone: 217/782-3464

Hours: Monday - Friday
8:00 am – Noon
1:00 – 4:30 pm

Bureau of Construction

ID	Manual	Format	Unit Cost	Qty.	Total
045	2006 Construction Manual CD	CD	\$50.00		

Bureau of Design & Environment

ID	Manual	Format	Unit Cost	Qty.	Total
060	2007 Standard Specifications w/Supplement (orange)	HC	\$35.00		
070	2012 Standard Specifications w/Supplemental (Maroon) (Available after August 1, 2011)	HC	\$35.00		

Bureau of Local Roads & Streets

ID	Handbook	Format	Unit Cost	Qty.	Total
075	2010 Road, Bridge and Other Related Laws of Illinois	HC CD	\$10.00		

Bureau of Operations

ID	Manual	Format	Unit Cost	Qty.	Total
024	Illinois Standard Highway Sign	HC	\$25.00		
023	Traffic Policy & Procedures	HC	\$30.00		

Bureau of Materials & Physical Research

ID	Manual	Format	Unit Cost	Qty.	Total
034	Manual of Test Procedures for Materials	HC	\$50.00		

Total Remittance Due
(Price Already Includes S+H)

Customer Information (Please type or print legibly)

Company Name

Street Address

City

State

Zip + 4

Attention

Phone Number

- -

Email Address (Required for CD Updates)

@

HC = Hard Copy, CD = Compact Disc

Introduction

STATE OF ILLINOIS
Department of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

PROFESSIONAL TRANSPORTATION BULLETIN #161 **Publish August 4, 2011**

This bulletin is the official notice of needed professional services for the Illinois Department of Transportation (IDOT).

This bulletin is sent to each professional consultant on IDOT's prequalified list. A Professional firm who is not prequalified may obtain the necessary information and forms to become prequalified from the INTERNET at: <http://www.dot.gov.il/Doing Business/Consultant Services/Consultant Prequalification>.

This is not an invitation for bids. Firms properly prequalified for any of the projects listed herein may indicate their desire to be considered for selection by submitting a Statement of Interest for the project to the SOIPTB@dot.il.gov e-mail address.

IDOT shall not discriminate based on race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. IDOT shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.

STATEMENTS MUST BE RECEIVED BY THE BUREAU OF DESIGN AND ENVIRONMENT AT THE ABOVE E-MAIL ADDRESS AND IF APPLICABLE, THE APPROPRIATE DISTRICT ENGINEER OR BUREAU CHIEF PRIOR TO 12:00 P.M. LOCAL TIME, August 25, 2011. STATEMENTS RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.

The selection of professional consultants by IDOT is not based on competitive bidding but on the firm's professional qualifications, experience, and expertise of key personnel to be assigned to the project with consideration also given to:

- 1) Ability to complete the work in the time required and the firm's existing workload.
- 2) The firm's proximity to the project, when important.
- 3) Extent of work, which must be subcontracted by the firm and their proposed method of accomplishing the project objectives.
- 4) Financial evaluation of the firm and its accounting methods.
- 5) Performance rating for past work done for IDOT, if applicable.

All members of the Consultant Selection Committee will be **unavailable** to discuss specifics of projects listed herein during the two-week period preceding the Selection Committee Meeting.

Departmental procedures ensure that all members of the Consultant Selection Committee are provided with detailed information concerning all Statements of Interest submitted by all consultants. Please do not send letters and/or e-mails expressing your interest in various projects and/or correspondence concerning your firm to members of the Consultant Selection Committee.

Guidelines for Submitting Statements of Interest (SOI)

The firm acting as the prime must be prequalified in all of the prequalification categories requested in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement. Any work being done by a consultant, prime or sub must be prequalified in the IDOT prequalification category of work they are performing.

Prequalified firms may indicate their desire to be considered for selection on any of the projects listed herein by submitting a separate Statement of Interest (SOI) for each project that includes the following:

- 1) A cover sheet, clearly identifying the PTB Number, Item Number, Firm Name, and IDHR number (if available, see recurring notices). No additional information is required on the cover.
- 2) A brief statement of the firm's interest in performing the work. (Should be concise to the point, suggest approximately 2 pages)
- 3) A Table of Contents with page numbers, identifying the approach, exhibits, resumes, etc.
- 4) Color graphics/photographs should be limited in the submittal because the size limitation on incoming e-mail is 2 MB. Photo's etc. can create a large file so use at your discretion.
- 5) Complete **Exhibit A** as follows:
 - a) List the required key personnel to match required prequalification categories and any additional personnel requirements designated in the project advertisement. (Include firm name if work is to be completed by Subconsultant)
 - b) QC/QA personnel must be different individuals than the staffing, which prepared the documents.
 - c) Attach resumes of all personnel listed in a) above. Individual resumes should not exceed two pages and must be relevant to the expertise required for the specific project.
 - d) Designate the estimated time required to complete the project using the personnel presented. A completion date and/or number of months to complete the project should also be provided.
 - d) Identify proposed subconsultants and item(s) of work they will perform. If a DBE Goal is in the advertisement list the DBE subconsultant(s) and work the firm will be performing. All Subconsultants must be prequalified in the area of work they will be performing.
 - e) Include Mentor Protégé data if participating.
- 6) Projects involving Location Design Studies (Reconstruction/Major Rehabilitation and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) require completion of **Exhibit B**.
- 7) Experience of the staff or firm in accomplishing similar types of work should be shown for only the most recent projects and should be concise and relevant to the expertise required for the specific project. If there are several projects with the same work completed, then one summary would be adequate with each location and the project manager noted for each. This information should be shown at the end of the SOI.
- 8) In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal.

Guidelines for Submitting Statements of Interest (SOI)

- 9) The Instructions for completing the Current Obligation documents immediately precede the Current Obligation forms. The Current Obligation Forms should be a separate document from the SOI. Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required.
- 10) Instructions for completing Disclosure **Forms A** and **B** are included on pages 1 and 2 immediately preceding **Forms A** and **B**. Disclosure Forms should be a separate document from the SOI. Only one copy for each prime, sent to the Central Bureau of Design and Environment, is required. In addition, **Form B** should not include IDOT projects, since this information is already included in the **Current Obligations**.
- 11) The Delinquent Debt Certification is separate document. Only one document, for prime and subconsultants, with all pertinent data is required. Instructions are included at the bottom of the Delinquent Debt document.
- 12) The Disclosure of Business Operations in Iran is a separate document. Only one document for each prime is required. Instructions are included at the bottom of the Disclosure of Business Operations in Iran document.
- 13) Exhibit A, Exhibit B, the Current Obligations Form, Disclosure Forms, Delinquent Debt Certification, and Disclosure of Business Operations in Iran are available as word documents on our web site: <http://www.dot.il.gov/desenv/deform.html>

The following addresses may be used when a hard copy of the SOI is requested to be sent to the Central Office in the advertisement:

Illinois Department of Transportation
Bureau of Design and Environment
Chief of Preliminary Engineering
Attn: Consultant Unit (Room 330)
2300 South Dirksen Parkway
Springfield, Illinois 62764

If SOI is required to be sent to the Region/District, use addresses as follows:

Region 1

Ms. Diane O'Keefe

District 1

201 West Center Court
Schaumburg, IL 60196

Region 2

Mr. Eric Therkildsen

District 2

819 Depot Avenue
Dixon, IL 61021

Mr. Eric Therkildsen

District 3

700 East Norris Drive
P.O. Box 697
Ottawa, IL 61350

Guidelines for Submitting Statements of Interest (SOI)

Regional Engineers Continued:

Region 3

Mr. Joseph Crowe

District 4

401 Main Street
Peoria, IL 61602

Mr. Joseph Crowe

District 5

Route 133 West
P.O. Box 610
Paris, IL 61944

Region 4

Mr. Roger Driskell

District 6

126 East Ash St.
Springfield, IL 62704

Mr. Roger Driskell

District 7

400 West Wabash
Effingham, IL 62401

Region 5

Regional Engineer

District 8

1102 Eastport Plaza Drive
Collinsville, IL 62234

Regional Engineer

District 9

State Transportation Building
P.O. Box 100
Carbondale, IL 62903

E-mail Instructions for Completing Statements of Interest for Electronic Submittal

We require Statements of Interest (SOI) to be submitted through the e-mail system using Adobe Acrobat 5.0 or greater Software.

Electronic submittals should be made to the Central Office only. The Central Office will forward the necessary consultant information to the Regions/Districts and other Bureaus or Divisions. All electronic submittals should be addressed to SOIPTB@dot.il.gov

Each prequalified consultant firm has been assigned a unique 2 to 6 character Firm Name Code that must be used when submitting electronic Statements of Interest. This code appears on the SEFC Prequalification Page, the page that lists the prequalification categories, and is sent with your annual prequalification letter. The code is located at the top of the page and is next to the Firm Name.

It is important your e-mail appear exactly as the attached example described below: (Note: ABC Engineering is used for example purposes only. The Code for this firm is "ABC")

- The Subject Line must read: FIRM NAME, PTB NUMBER, ITEM(S)

(Example: ABC Engineering, PTB 151, Items 4, 12, & 22) If there will be more than one e-mail please note as follows: e-mail 1 of ___ the total number to be sent.)

- The first line of your e-mail should indicate your Firm Name, PTB & Items Number(s) on which your firm is submitting.

(Example: ABC Engineering has submittals for PTB 151, Items 4, 12 and 22.)

- The second line should list the name, phone number, and e-mail of the person to contact should there be any questions regarding the submittal.

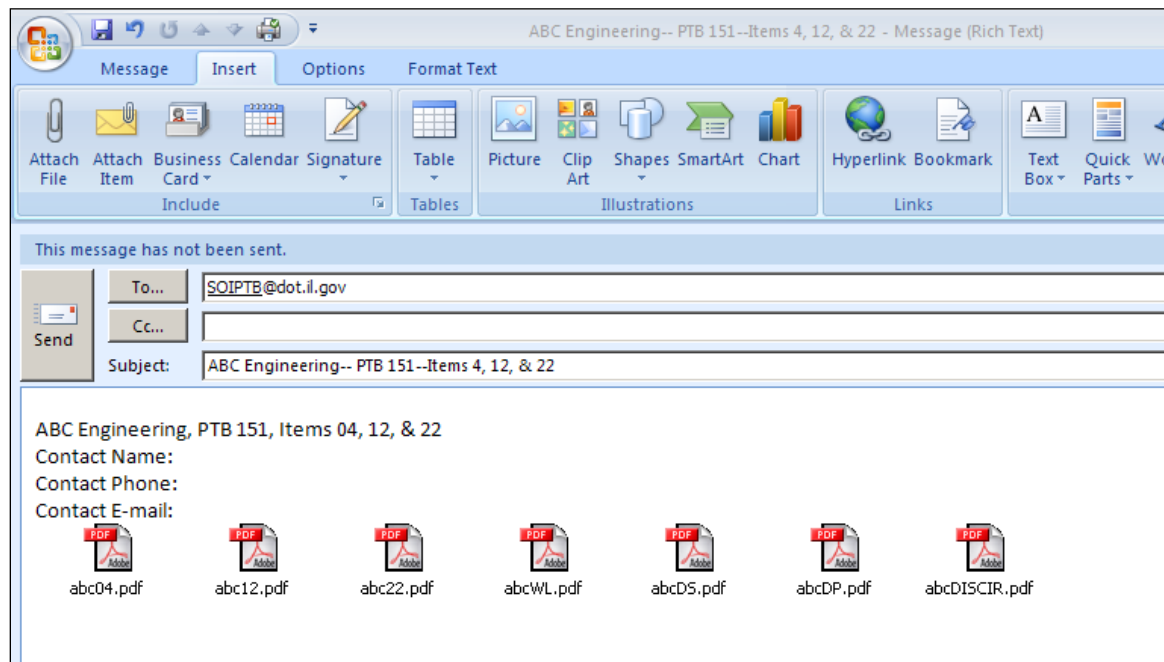
- Each attachment must be labeled as indicated below:

1. For each Item on which you are submitting use your 2-6 character Firm Name Code, immediately followed by the 2-digit Item Number (i.e., 01 through 99).
(Example: ABC04.pdf)
2. For your firm's Current Obligation Form, use your 2-6 character Firm Name Code, followed by WL.
(Example: ABCWL.pdf)
3. For your firm's Disclosure Forms, use your 2-6 character Firm Name Code, followed by DS.
(Example: ABCDS.pdf)

E-mail Instructions for Completing Statements of Interest for Electronic Submittal

4. For your firm's Delinquent Debt Payment Certification, use your 2-6 character Firm Name Code, followed by DP.
(Example: ABCDP.pdf)
5. For your firm's Disclosure of Business Operations in Iran, use your 2-6 character Firm Code, followed by DISCIR.
(Example: ABCDISCIR.pdf)

Please review the following example e-mail:



Detail Descriptions of Attachments for electronic submittal:

- ABC04, ABC12, and ABC22 are the Statements of Interest for the submitted Items and must include Exhibit A. Following Exhibit A, include resumes of the key management personnel and project staff listed in Exhibit A. If Exhibit B is required, include next, followed by resumes of individuals listed on page 2 of Exhibit B.
- ABCWL is the Current Obligation Form. Requirement: Only Prime submits one copy of the Current Obligation Form. Instructions shown on page one should not be sent.
- ABCDS is the Disclosure Forms. Requirement: Only Prime submits one copy of the Disclosure Form. Disclosure file would consist of Form A and Form B.

E-mail Instructions for Completing Statements of Interest for Electronic Submittal

- ABCDP is the Delinquent Debt Compliance Statement. Requirement: Prime and any known subconsultants the prime will be using are required to submit this form. The forms should be converted to pdf and submitted as one pdf document, not multiple files.
- ABCDISCIR is the Disclosure of Business Operations in Iran. Requirement: Only Prime submits one copy of the form.

Complete the word documents then convert them to the Adobe PDF for submittal. The size limitation on an incoming e-mail to IDOT is **2 MB**. If you exceed this limit, you must separate contents into multiple e-mails. Identify the number of e-mails being sent, (i.e. 1 of 3). Scanned images, color graphics, and photographs, which are converted to Adobe Portable Document Files (PDF) files, can become very large, use sparingly if at all.

Exhibits (A & B), Current Obligations, Disclosure Forms A & B, Delinquent Debt Certification, and Disclosure Business in Iran are available as electronic documents and may be downloaded from our web-site: <http://www.dot.il.gov/desenv/deform.html>. The bookmarks in the Professional Transportation Bulletin are also linked to the website.

Use the latest documents provided on the web site. The documents are labeled as follows:

- Exhibit A = BDE XHBT-A • Exhibit B = BDE XHBT-B
- Current Obligations = BDE CUR-OB
- Disclosure Forms (A & B) = BDE DISC 2 Template (Consultants)
- Delinquent Debt (Consultants) = BDE 3000
- Disclosure of Business In Iran= BDE 2900

We also have frequently asked questions for submitting Statements of Interest. They are located at <http://www.dot.il.gov/desenv/FAQ.html>

If you have procedural questions regarding the submittal process, please contact Carrie Kowalski at Carrie.Kowalski@illinois.gov.

PROFESSIONAL TRANSPORTATION BULLETIN REQUIRED FORMS FOR STATEMENT OF INTEREST SUBMITTAL

The forms listed below are in Microsoft Word 2007 except for the Current Obligations, which is in Microsoft Excel.

To open Microsoft Office Word 2007 .docx or .docm files with Microsoft Office Word 2003, Word 2002, or Word 2000, you need to install the [Microsoft Office Compatibility Pack for 2007 Office Word, Excel and PowerPoint File Formats](#) and any necessary Office updates. By using the Compatibility Pack for the 2007 Office system, you can open, edit some items, and save Office Word 2007 documents in previous versions of Word.

All required forms are located at: <http://www.dot.il.gov/desenv/deform.html> and are shown below.

If the link next to form name below doesn't open the document, go directly to the site above.

BDE 2900	Disclosure of Business Operations in Iran	09/14/09
BDE 3000	Delinquent Debt Certification (Consultant)	
BDE CUR-OB	Consultant's Current Obligations for Statements of Interest.	10/01/08
BDE XHBT-A	Consultant Exhibits A	12/22/09
BDE XHBT-B	Consultant Exhibits B	12/01/09
BDE DISC 2 Template (Consultants)	Consultant's Disclosure Statement; Form A, Financial Information & Potential Conflicts of Interest Disclosure; Form B, Other Contracts & Procurements Related Information Disclosure	8/12/10

TABLE OF CONTENTS

PTB 161

<u>Item #</u>	<u>County</u>	<u>Description</u>
<u>Region 1/District 1</u>		
1.	Will	Phase II Project on US 30 from IL 59 (Division St.) to North of I-55
2.	Cook	Phase I Project for 47 th Street at East Avenue
3.	Cook	Phase I Project for Central Avenue at BRC Railroad
4.	Various	Phase I Various Projects
5.	Various	Phase I Various Projects
6.	DuPage	Phase II Project IL 53 at IL 56, Intersection Reconstruction
7.	McHenry	Construction Inspection for IL-31 at IL-176 (East Terra Cotta Avenue) and at Terra Cotta Road
8.	Various	Phase II Various Projects
9.	Various	Phase II Various Projects
10.	Various	Various Traffic Signal Coordination and Timing (SCAT) Projects
11.	Various	Engineering Program Manager for Phase I Drainage Studies and Hydraulic Report Projects
12.	Various	Various Phase II Storm Water Pump Station Projects
13.	Lake	Phase II Bridge Rehabilitation Project for (IL 137) (Greenwood Avenue) over Amstutz Expressway,
14.	Various	Various Survey Projects
15.	Various	Various Survey Projects
16.	Various	Various Survey Projects
17.	Various	Various Survey Projects
18.	Various	Various Geotechnical Investigation Projects
<u>Region 2/District 2</u>		
19.	Rock Island	Phase II Bridge repair/rehabilitation for US 67 (Centennial Bridge) over the Mississippi River, IL 92, and Railroads
20.	Various	Various Survey Projects

TABLE OF CONTENTS

PTB 161

<u>Item #</u>	<u>County</u>	<u>Description</u>
<u>Region 2/District 3</u>		
21.	Various	Phase I/II Various Structure Projects
22.	Various	Phase I/II Various Structure Projects
23.	Iroquois	<u>Phase II Structure Replacement for I-57 Over Langan Creek</u>
24.	Various	Project Manager for Various Phase I and/or II Projects
<u>Region 3/District 4</u>		
25.	Various	Project Manager for Various Implementation/Local Roads Projects
26.	Various	Various Geotechnical Investigation Projects
27.	Various	Various Subsurface Utility Engineering Projects
<u>Region 3/District 5</u>		
28.	Champaign	Phase I Project for the I-74 Interchange at I-57
29.	Various	Various Construction Inspection Projects
<u>Region 4/District 6</u>		
30.	Various	Phase II Various Projects
31.	Various	Phase II Various Projects
<u>Region 5/District 8</u>		
32.	St. Clair	Construction Inspection for Bridge Replacements of Structures Carrying IL 15 over ICG Railroad and IL 13 in Belleville
<u>Region 5/District 9</u>		
33.	Various	Various Survey Projects
<u>Bureau of Bridges and Structures (BBS)</u>		
34.	Statewide	Various Structural Engineering Projects

1. **Job No. D-91-633-11, US 30 from IL 59 (Division St.) to North of I-55, Phase II Project, Will County, Region One, District One.**

This project requires 20% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 25, 2011 at 1:00 P.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for the preparation of plans, specifications and cost estimates for the reconstruction and add lanes, bridge deck replacement carrying US 30 over Lily Cache Creek, curb & gutter, multi-use path, sidewalk, drainage, and traffic signal modernization to US 30. The bridge sub-structure does not need to be widened, but the cross section needs to change to accommodate the multi-use path and physical barrier. The project limit is expected to go from IL 59 (Division Street) to north of I-55. All work for this project will be in English units.

Structure US 30 over Lily Cache Creek, (SN: 099-4648), is anticipated to be included in the project.

The Consultant will prepare roadway plans, maintenance of traffic plan, TS&L's, structure plans, traffic signal plan, drainage & utility plans, cross sections, geotechnical borings, investigation & analyses, supplemental surveys, drainage & utility investigation, all applicable permits, and all other necessary work required to complete the Phase II contract. The Consultant will also review and prepare plans to ensure all plans are within the framework of the department's policies and procedures, local agency's requirements, and all applicable manuals and schedules.

The department will furnish the Consultant with available microfilm plans, project report, hydraulics report, bridge condition reports, and other necessary items if available.

The estimated construction cost for this project is approximately \$32,500,000. The completion date for this contract will be 18 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.

- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highways: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

2. **Job No. P-91-013-12, 47th Street at East Avenue Phase I, Cook County, Region One, District One.**

This project requires 20% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 24, 2011 at 8:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for all work associated with the preparation of preliminary engineering and environmental studies for the improvement of 47th Street at East Avenue in the Villages of Brookfield, LaGrange and McCook. The proposed improvement is anticipated to address safety and operational concerns at the intersection while accommodating existing as well as projected traffic demands and may include evaluating a highway/railroad grade separation. A key planning tool will include a public involvement program based upon the principles of Context Sensitive Solutions. The work will also include all related work necessary to complete a Phase I Combined Design Report and Environmental Assessment. All work for this project will be in English units.

The department will furnish the Consultant with available microfilm plans, accident data, utility coordination and correspondence, structural inventory data, and archaeological, historical, biological, and special waste survey and coordination.

The estimated construction cost for this project is \$70,000,000. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibits A and B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic/drainage calculations and preparation of the Drainage/Hydraulic Reports (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the work in the area of railroad structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified. The Structures (Railroad Bridges) prequalification category may be completed by the Prime and/or Sub.)

- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer for roadway work and an Illinois Licensed Structural Engineer for structure work with adequate plan review experience).
- The Environmental Lead, who will be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines including air water quality, traffic noise, community impacts, and ecology. Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recently approved Statement of Experience and Financial Condition.
- The person in charge of the CSS/Public Involvement procedures. Include a detailed description of the CSS/Public involvement work he/she has directed involving facilitation of public meeting and public hearing, organizing work groups and press conferences, drafting press releases and property owner contract letters, etc.

The prime firm must be prequalified in the following categories to be considered for this project:

**Location/Design Studies (Reconstruction/Major Rehabilitation)
Hydraulic Reports (Pump Station)**

The prime Consultant must be prequalified in **Environmental Reports (Environmental Assessment)** and must perform all of the environmental work using staff that has been presented in the firms most recently approved Statement of Experience and Financial Condition or your firm may use a single subconsulting firm that is prequalified in **Environmental Reports (Environmental Assessment)** to perform all of the environmental work. The subconsultant's staff must be the same as presented in their most recently approved Statement of Experience and Financial Condition.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

3. **Job No. P-91-003-12, Phase I, Central Ave. at BRC Railroad, Cook County, Region One, District One.**

This project requires 20% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 9:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for all work associated with the preparation of preliminary engineering and environmental studies for the improvement of Central Avenue at the Belt Railway Chicago (BRC) Railroad in the vicinity of 54th Street in the City of Chicago. The proposed improvement is anticipated to address grade separating the roadway and the railroad to accommodate existing and projected traffic demands. A key planning tool will include a public involvement program based upon the principles of Context Sensitive Solutions. The work will also include all related work necessary to complete a Phase I Combined Design Report and Environmental Assessment. All work for this project will be in English units.

The department will furnish the Consultant with available microfilm plans, accident data, utility coordination and correspondence, structural inventory data, and archaeological, historical, biological, and special waste survey and coordination.

The estimated construction cost for this project is \$70,000,000. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibits A and B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic/drainage calculations and preparation of the Drainage/Hydraulic Reports (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person(s) who will perform the QC/QA review work of all milestone submittals (must be an Illinois Licensed Professional Engineer for roadway work and an Illinois Licensed Structural Engineer for structure work with adequate plan review experience).
- The Environmental Lead, who will be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines

including water quality, traffic noise, community impacts and ecology. Environmental staffing on **Exhibit B** must match the staffing presented in the firm's most recent Statement of Experience and Financial Condition.

- The person in charge of the CSS/Public Involvement procedures. Include a detailed description of the CSS/Public involvement work he/she has directed involving facilitation of public meeting and public hearing, organizing work groups and press conferences, drafting press releases and property owner contract letters, etc.

The prime firm must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Reconstruction/Major Rehabilitation)
Hydraulic Reports (Pump Station)
Structures (Railroad)

The prime Consultant must be prequalified in **Environmental Reports (Environmental Assessment)** and must perform all of the environmental work using staff that has been presented in the firms most recently approved Statement of Experience and Financial Condition or your firm may use a single subconsulting firm that is prequalified in **Environmental Reports (Environmental Assessment)** to perform all of the environmental work. The subconsultant's staff must be the same as presented in their most recently approved Statement of Experience and Financial Condition.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

4. **Job No. P-91-001-12, Phase I Studies for Various Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 21, 2011 at 8:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for the preparation of various Phase I preliminary engineering and environmental studies throughout District One. Work may include, but not be limited to, new Phase I studies for intersections, small highway segments, bridges, and/or assisting the District in completing on-going Phase I studies and tasks. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with any relevant and available information such as accident data, existing and projected traffic data, utility coordination, right-of-way data, archaeological, historical, and special waste survey coordination.

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the Consultant Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel and other consultants.

The cumulative cost for the construction of these projects is anticipated to be in excess of \$20,000,000. The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibits A & B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).

- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

**Location/Design Studies (Reconstruction/Major Rehabilitation)
Structures (Highway: Typical)**

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

5. **Job No. P-91-002-12, Phase I Studies for Various Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 21, 2011 at 9:30 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase I engineering services are required for the preparation of various Phase I preliminary engineering and environmental studies throughout District One. Work may include, but not be limited to, new Phase I studies for intersections, small highway segments, bridges, and/or assisting the District in completing on-going Phase I studies and tasks. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with any relevant and available information such as accident data, existing and projected traffic data, utility coordination, right-of-way data, archaeological, historical, and special waste survey coordination.

The Consultant will be expected to perform work similar to an IDOT Project Manager/Squad Leader & Staff, and report to the Consultant Studies Unit Head. The Consultant's work may include data collection, preparation of base maps and mosaics, geometric studies, safety studies including accident analysis, capacity analysis including intersection design studies, route as well as stream surveys, Categorical Exclusion Reports, bridge inspections and condition reports, drainage studies including Hydraulic Reports, cost estimates, public involvement, and all other related work necessary to complete various Phase I studies and tasks. The Consultant will be expected to perform work in the district office as needed. The Consultant may also be required to assist the district in reviewing, overseeing, tracking and prioritizing projects being performed by IDOT personnel and other consultants.

The cumulative cost of construction of these projects is anticipated to be in excess of \$20,000,000. The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibits A & B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).

- The person who will perform the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

**Location/Design Studies (Reconstruction/Major Rehabilitation)
Structures (Highway: Typical)**

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

6. **Job No. D-91-612-11, FAP 870 (IL 53) at IL 56, Phase II Intersection Reconstruction, DuPage County, Region One, District One.**

This project requires 20% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 25, 2011 at 10:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for the preparation of contract plans, specifications and estimates including structure plans and roadway plans for the improvement of IL 53 and IL 56 intersection. Work is anticipated to consist of roadway reconstruction to provide three through lanes in each direction with a barrier median along IL 56 and two through lanes in each direction separated by a barrier median for IL 53. Dual left turn lanes, an exclusive right turn lanes on all four approaches and a closed drainage system are also expected. Existing traffic signal at the intersection of IL 53 and IL 56 will be removed and replaced. Temporary traffic signals and an interconnect will be required. The existing structure on IL 56 over the East Branch of the DuPage will be modified to accommodate the proposed six lane roadway and a new pedestrian bridge is proposed immediately north of the IL 56 bridge. A new bike path and sidewalks will be provided to accommodate pedestrians and non-motorized movements along IL 56 and IL 53. Noise and retaining walls are also proposed. It is anticipated that SWPPP, 404 & Floodway permits will be required. All work for this project will be in English units.

The following structure is included in this project, S.N. 022-0057– IL 56 over the East Branch DuPage River.

The department will furnish the Consultant with available microfilm plans, Bridge Condition Report, project report, hydraulic report, and other necessary items.

The estimated construction cost for this project is \$16,100,000. The Consultant's work includes preparation of contract plans, specifications, and cost estimates. The Consultant will prepare structure plans, geotechnical borings, investigation & analyses, supplemental surveys, roadway plans, drainage & utility investigation, maintenance of traffic plan, traffic signals, and other related work to complete Phase II contract plans. The completion date for this project will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform/supervise the work in the area of traffic signal design (must be an Illinois Licensed Professional Engineer). The traffic signal design prequalification category may be completed by the prime and/or a Sub.

- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

7. **Job No. C-91-386-11, IL-31 at IL-176 (East Terra Cotta Avenue) and at Terra Cotta Road, Construction Inspection, McHenry County, Region One/District One.**

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **November 02, 2011 at 9:00 A.M.** in the Region One/District One Office in **Schaumburg**.

Phase III engineering services are required to provide construction inspection for the improvement of IL-31 at IL-176 (East Terra Cotta Avenue) and at Terra Cotta Road. Work includes, but is not limited to, approximately 4,000 feet of pavement reconstruction along IL 31, 3,000 feet along IL 176, and 500 feet along Terra Cotta Avenue to accommodate two through lanes, dual left turn lanes and exclusive right turn lanes on four legs of the intersection. Traffic signals will be modernized at the intersection. The horizontal alignment of IL 176 will be placed on a curve that will eliminate the existing 45-degree turn at the intersection. A cul-de-sac will be constructed on Terra Cotta Avenue, the fifth leg of the intersection. Traffic from Terra Cotta Avenue will be rerouted to the east leg of IL 176 and Smith Road to reach the residential area immediately east of IL 31. All other incidental and collateral work necessary to complete the improvement as shown in the plans and as described herein is included in this project. All work for this project will be in English units.

A Precast Concrete Box Culvert 4' X 2' is anticipated to be included in this project.

The department will furnish the Consultant with Plans and Specifications.

The Consultant will perform on site inspection, layout including design changes, provide construction layout when not provided for in the contract plans, provide geotechnical inspection and testing, prepare records, maintain documentation, submit pay estimates, change orders and any other duties that would require the services of an engineer to complete this project on a timely basis and in accordance with State specifications.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant is prohibited. At the negotiations meeting, the Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultant's work includes, but is not limited to, providing staff, vehicles, and appropriate test equipment necessary to complete this project. The Consultant will furnish a Liaison Engineer and an adequate staff to perform the duties required to fulfill the engineering requirements in accordance with the departmental policies for this project.

The anticipated construction completion date for this contract will be October 31, 2012 + 5 working days. The Consultant must complete and submit final measurements, calculations and final contract records documents to the department no later than six (6) weeks after the completion of the project.

Key personnel listed on **Exhibit A** for this project must include:

- The Liaison Engineer (An Illinois Licensed Professional Engineer is preferred).
- The Assistant Engineer.
- The Document Technician. (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate and must be ICORS trained. **Include the Documentation Certificate Number IDOT class S-14, Documentation of Contract Quantities**)
- The Materials Coordinator (RE Materials Training class is preferred)
- The Materials QA Technician. (The person shall have a Level II HMA and PCC training and IDOT class S-33, Soil Testing)
- Materials Laboratory (QA HMA, PCC and Aggregate Certified)
- Survey Chief.

The prime firm must be prequalified in the **Special Services (Construction Inspection)** category to be considered for this project:

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

8. **Job No. D-91-007-12, Various Phase II Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 27, 2011 at 9:30 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services may be required to provide construction updates to contracts designed by other firms, which are the result of field changes. The Consultant may also be required to review and comment on contractor provided documents for contracts currently under construction that may have been completed by other design firms. These may include but are not limited to shop drawings, fabrication and erection plans. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with available microfilm plans, Bridge Condition Report, project report, hydraulic report, and other necessary items.

The Consultant is expected to prepare roadway plans, TS&L plans, structure plans, geotechnical borings, investigation & analyses, supplemental surveys, drainage & utility investigation, detour route plan, applicable permits, and all other related work to complete Phase II work. The Consultant will also review and prepare plans to ensure all plans are within the framework of department policies and procedures, local agency requirements, and all applicable manuals and schedules.

The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

9. **Job No. D-91-008-12, Various Phase II Projects, Various Routes, Various Counties, Region One, District One.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 28, 2011 at 10:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services may be required to provide construction updates to contracts designed by other firms, which are the result of field changes. The Consultant may also be required to review and comment on contractor provided documents for contracts currently under construction that may have been completed by other design firms. These may include but are not limited to shop drawings, fabrication and erection plans. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with available microfilm plans, Bridge Condition Report, project report, hydraulic report, and other necessary items.

The Consultant is expected to prepare roadway plans, TS&L plans, structure plans, geotechnical borings, investigation & analyses, supplemental surveys, drainage & utility investigation, detour route plan, applicable permits, and all other related work to complete Phase II work. The Consultant will also review and prepare plans to ensure all plans are within the framework of department policies and procedures, local agency requirements, and all applicable manuals and schedules.

The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

10. **Job No. D-91-624-11, Various Traffic Signal Coordination and Timing (SCAT) Projects, Various Routes, Various Counties, Region One, District One.**

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 9:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for developing traffic signal coordination and timing for various systems located in District One and responding to signal operation complaints. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with manuals, plans, and/or other pertinent available information.

The Consultant's work may include accomplishment of one or more of the following tasks per Work Order for each selected location:

- After a Work Order has been assigned, the Consultant shall have two (2) weeks to implement a functional interim Time-of-Day operation program.
- Data Collection - Field collection of traffic counts, turning movements, signal phasing, signal timings, equipment inventory, and other data needed to quantify existing operating conditions and determine signal optimization alternatives.
- Data Analysis - Appropriate computer models, such as SIGNAL, Transyt 7F, Passer II, and Synchro will be run on the database for each of the selected locations. Recommendations for optimal signal operation plans will be generated utilizing the existing signal equipment and equipment with minor recommended enhancements using the existing signal phasing and recommendations for improving signal phasing. Engineering judgment will be used to select the final plan to be recommended for implementation.
- Implementation - The approved Time-of-Day optimization plan will be placed in operation with any necessary fine-tuning adjustments. The Traffic Responsive Program shall then be implemented and fine-tuned.
- Evaluation - A study of the effectiveness of the optimization plan will be conducted. Benefits will be estimated in terms of travel delay reductions, fuel savings, and reduction of carbon monoxide emissions. Recommendations for further enhancements to the optimization plan and/or equipment modifications may be requested for locations where the operation is still unsatisfactory.
- Field observation of signal operations – Identify operational problems, suggest corrective action and provide response to the complaint.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will include an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work necessary to prepare traffic signal coordination and timing optimization plans.
- The person who has the necessary experience with traffic signal equipment and who will recommend equipment enhancements, implementation of the optimization plans, recommend any fine-tuning adjustments and will identify corrective action to address operational complaints.
- The person who conducts the evaluation of the optimization plans.
- The person(s) who is(are) responsible for establishing parameters for traffic adjusted operation of closed-loop signal systems, the methodology used in establishing traffic adjusted optimization, and a listing of prior traffic adjusted programs recently implemented by the individual(s). The individual(s) must demonstrate through past optimization the ability to set-up a closed-loop traffic responsive system using both volume and occupancy settings. The individual(s) must demonstrate recent District One experience in the development of traffic signal coordination and timing, utilizing the District's standard traffic controllers: Eagle and Econolite.

Statements of interest must also include the Consultants' relevant SCAT projects completed by the firm within the past 5 years by members of the Consultant's current key personnel listed above.

The prime firm must be prequalified in the **Special Studies [Signal Coordination & Timing (SCAT)]** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above and a list of projects they have done involving traffic signal coordination and timing, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

11. **Job No. P-91-635-11 Phase-I Engineering Program Management Drainage Studies and Hydraulic Reports, Various Routes, Various Counties, Region One/District One**

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 10:30 AM** at the Region One, District One Office in **Schaumburg**.

A Program Management (PM) consultant is required for Phase I engineering services. The PM consultant will be assigned to manage and/or assist in the completion of various IDOT Phase-I drainage studies and hydraulic reports, several of which may be under contract with other engineering consultants. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis.

The selected Consultant and/or their subconsultants on this project are prohibited from managing contracts where either party is the prime Consultant or a subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

Joint Ventures will not be allowed on this contract.

The completion date for this contract will be 24 months after authorization to proceed.

The PM consultant will be expected to perform work similar to an IDOT Consultant Drainage Studies Manager and IDOT Hydrology & Hydraulics Manager. The PM Consultant will report to Hydraulics Section Chief. Key staff from the PM Consultant will be expected to perform work in the District offices from two to four days a week as required. The work may include engineering, management, public coordination, administrative services, and other work as necessary to ensure that assigned projects are completed in accordance with established schedules and budgets. It is anticipated that projects of various complexity will be assigned to the PM consultant. These projects may include, but may not be limited to:

- Manage and review Phase I Drainage Studies and Hydraulic Reports, which are assigned and prepared under contract with other consultant engineering firms.
- Facilitate and expedite the resolution of IDOT drainage criteria and drainage issues, utilizing necessary resources within the Department.
- Review Hydraulic Reports and scour evaluations, which meet criteria for issuance of construction permits by Illinois Department of Natural Resources, Office of Water Resource.
- Manage and review Drainage Investigation reports prepared by IDOT and/or its consultants, considering appropriate engineering, ecological, and legal requirements in response to inquiries from local agencies, watershed management agencies, District One Bureau of Maintenance, and the public.
- Review assigned site development permits, utility permits, and local agency drainage plans as to confirm to policies, practices & procedures, and preserving the integrity of the highway right-of-way.
- Manage and track project-level cost, schedule, budget requirements, and coordination with program-level and assigned project-level controls personnel.
- Coordinate, Validate, and monitor project scope.

- Identify and implement all necessary coordination and communication within and outside the department to IDOT and any stakeholders as required.
- Hold regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented.
- All other work as necessary and required to oversee and/or facilitate the completion of the assigned projects for the Department.

The department will provide applicable policies and procedures to the PM Consultant.

Key personnel listed on **Exhibit A** for this contract must include:

- The person who will assume the duties of Drainage Manager, in charge of all aspects of the work documents. This individual must be an Illinois Licensed Professional Engineer with a minimum of five (5) years experience dealing with highway related drainage problems as well as hydrologic and hydraulic modeling.
- The person who will assume the duties of Drainage Engineer for day to day program work relative to development of the Location Drainage Studies, Hydraulic Reports, and Drainage Investigations. This individual must be an Illinois Licensed Professional Engineer with a minimum of three (3) years experience dealing with highway hydrologic and hydraulic modeling.
- The person who will perform the QC/QA review work of all milestone submittal documents. This individual must be an Illinois Licensed Professional Engineer.

The use of hydraulic and hydrologic computer programs that are currently accepted by the Division of Highways is required to perform drainage assignments. Resumes of Drainage Managers and Drainage Engineers must meticulously state hydraulic and hydrologic modeling experience.

Statements of Interest must provide a proposed organizational chart identifying the PM Consultant team and its respective percentage of time commitment. This statement must also identify the approach the firm would take on this project and provide a summary of the pertinent experience of the firm managing Phase I highway projects.

The prime firm must be prequalified in the following categories to be considered for this contract:

Special Studies (Location Drainage)
Hydraulic Reports (Waterways: Complex)
Hydraulic Reports (Pump Stations)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

12. **Job No. D-91-017-12, Various Storm Water Pump Stations, Phase II Projects Various Counties, Region One, District One.**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 25, 2011 at 1:00 P.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for the preparation of plans, specifications and cost estimates to facilitate the protection, rehabilitation, and construction of electromechanical and/or electrical systems associated with the department's facilities, primarily limited to Storm Water Pumping Stations. The work may involve equipment or property survey, architectural, plumbing, HVAC, telecommunications, SCADA systems, motor control, miscellaneous site work, structural engineering and some Phase III review of shop drawings and product data. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. Work may also include the verification of work by others. All work for this project will be in English units.

The Consultant will also review and prepare plans to ensure all plans are within the framework of the department's policies and procedures, local agency's requirements, and all applicable manuals and schedules.

The estimated cumulative construction cost for this project is approximately \$10,000,000. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

The prime firm must be prequalified in the following categories to be considered for this project:

Special Plans (Pumping Stations)

Special Services (Electrical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

13. **Job No. D-91-640-11, FAU 1217 (IL 137) (Greenwood Ave.), Phase II Bridge Rehabilitation, Lake County, Region One, District One.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 9:30 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for preparation of plans, specifications, and cost estimates, including roadway and structure plans for the rehabilitation of the structure carrying IL 137 (Greenwood Ave.) over IL 137 (Amstutz Expressway), in the City of Waukegan. The existing cross section of IL 137 (Greenwood Avenue) consists of five 12 foot lanes (2 lanes on either side and left turn lane) with B.6-24 curb and gutter on both edges of pavement. The dividing barrier median has an average width of 4'- 4". Proposed work is expected to include geometric improvements at the interchange. The vertical profile along Greenwood Avenue will be maintained. All work for this project will be in English units.

The following structure S.N. 049-0117(E), Greenwood Avenue over Amstutz Expressway is included in this project:

The department will furnish the Consultant with available microfilm plans, Bridge Condition Report, Project Report, Hydraulic Report, and any other available items.

The estimated construction cost for this project is \$2,975,000. The Consultant's work includes, roadway plans, TS&L plans, structure plans, geotechnical borings, investigation and analyses, supplemental surveys, drainage and utility investigation, and maintenance of traffic plans. The completion date for this contract will be 6 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and

must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Simple)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

14. **Job No. P-91-636-11, Various Survey Projects, Various Routes, Various Counties, Region One / District One**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 24, 2011 at 9:00 A.M.** at the Region One/District One Office in **Schaumburg**.

Phase I engineering services are required for field surveys of various roadway projects throughout District One. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed-basis. All work for this project will be in English units.

The Consultant's work includes, but is not limited to, route surveys, topographic surveys, cross sections, profiles, existing and proposed centerline alignments, drainage inverts, right of way monuments, plotting of said field information, mapping projects, and any other tasks required. All survey information submitted must be acceptable for design purposes and be formatted per IDOT specifications. All data collected must comply with IDOT CADD standards and use standard IDOT survey point codes.

The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Land Surveyor.)
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

15. **Job No. D-91-639-11, Various Survey Projects, Various Routes, Various Counties, Region One/District One**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 21, 2011** at **9:00 A.M.** at the Region One/District One Office in **Schaumburg**.

Phase II engineering services are required for various land surveying projects throughout District One. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with alignment data, title reports, existing right-of-way plats, and proposed right-of-way requirements as each work order is negotiated.

The Consultant's work includes field and office resources to prepare statutory plats of highway, legal descriptions, and field staking of same. Some GIS and database work might also be required. They must also have a QA/QC plan to review internal work as well as assigned IDOT projects. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Land Surveyor.)
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

16. **Job No. P-91-637-11, Various Survey Projects, Various Routes, Various Counties, Region One/District One**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 24, 2011 at 10:30 A.M.** at the Region One/District One Office in **Schaumburg**.

Phase I engineering services are required for field surveys of various roadway projects throughout District One. Work orders under the blanket agreement will be negotiated and authorized by the department on as-needed basis. All work for this project will be in English units.

The Consultant's work includes, but is not limited to, route surveys, topographic surveys, cross sections, profiles, existing and proposed centerline alignments, drainage inverts, right of way monuments, plotting of said field information, mapping projects, and any other tasks deemed necessary by the District One Survey Unit. All survey information submitted must be acceptable for design purposes and be formatted per IDOT specifications. All data collected must comply with IDOT CADD standards and use standard IDOT survey point codes. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Land Surveyor.)
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

17. **Job No. D-91-638-11, Various Survey Projects, Various Routes, Various Counties, Region One / District One**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 21, 2011 at 10:30 A.M.** at the Region One/District One Office in **Schaumburg**.

Phase II engineering services are required for various land surveying projects throughout District One. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project will be in English units.

The department will furnish the Consultant with alignment data, title reports, existing right-of-way plats, and proposed right-of-way requirements as each work order is negotiated.

The Consultant's work includes field and office resources to prepare statutory plats of highway, legal descriptions, and field staking of same. Some GIS and database work might also be required. They must also have a QA/QC plan to review internal work as well as assigned IDOT projects. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work must be an Illinois Licensed Professional Land Surveyor.
- The person who will perform the QA/QC review work of all milestone submittal documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

18. **Job No. D-91-634-11 Various Geotechnical Investigation Projects, Various Routes, Various Counties, Region One/District One.**

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 10:00 A.M.** at the Region One, District One Office in **Schaumburg**.

Phase II engineering services are required for all work required for preparation of Roadway Geotechnical Reports (RGRs) and Structure Geotechnical Reports (SGRs) throughout District One. In addition to RGRs and SGRs, the work may also consist of pavement cores and evaluations, ground water studies, and specialized geotechnical analysis and design as needed. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

The department will furnish the Consultant with the available plans, historical data, and survey bench marks necessary to perform the work.

The Consultant's work includes all management, layout, provisions for traffic control, drilling, laboratory testing, analysis, drafting, and report preparation necessary for RGRs and SGRs or other projects as assigned. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer).

The prime firm must be prequalified in the following categories to be considered for this project:

Geotechnical Services (Subsurface Explorations)
Geotechnical Services (General Geotechnical Services)
Geotechnical Services (Structure Geotechnical Reports (SGR))
Geotechnical Services (Complex Geotechnical/ Major Foundation)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

19. **Job No. D-92-098-11, US 67 (Centennial Bridge) over the Mississippi River, IL 92, and Railroads, Phase II Project, Rock Island County, Region Two/District Two.**

This project requires 10% DBE participation.

The **Complexity Factor** for this project is **0.07**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 25, 2011, at 10:30 A.M.** at the Region Two, District Two Office in **Dixon**.

Phase II engineering services are required for the preparation of bridge repair plans for the rehabilitation of the steel arch structure that carries US 67 (Centennial Bridge) over the Mississippi River, IL 92 and Railroads, between Rock Island, IL – Davenport, IA. This work may consist but not limited to structural steel strengthening and repairs, Expansion Joints repair, Aluminum Rail Repair, sidewalk repair, spot painting, substructure repair, and any other miscellaneous repairs identified through inspections. The Consultant's work may include preparation of detailed design contract plans, traffic management plan (TMP), cost estimates, cross sections, final bridge plans, special details, special provisions, quantities and any other related work to complete final plans. The Consultant may be required to provide the appropriate traffic control. Coordination with other agencies may be necessary with this project. All work for this project will be in English units.

The following structure is included with this project, S.N. 081-9905 – US 67 (Centennial Bridge) over Mississippi River, IL 92 and Railroads.

The department will furnish the Consultant with any available as-built/existing plans, 2010 NBIS bridge inspection reports, topographic survey data, section corner data and any additional surveys as required, microfilm plans and any other available information.

The estimated construction cost for this project is \$1,500,000. The completion date for this contract will be 8 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work for all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the **Structures (Highway: Complex)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

20. **Job No. P-92-099-11, Various Survey Projects, Various Routes, Various Counties, Region Two/District Two.**

This project requires 15% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 26, 2011 at 10:30 A.M.** at the Region Two/District Two Office in **Dixon**.

Phase I engineering services are required to furnish various surveys throughout District Two. Work is anticipated to include field office assistance for surveys to establish or re-establish section corners, reference said corners to centerlines, preparation of a cover sheet, Right-of-Way Plats, Easement Plats, Premise Plats, legal descriptions, Monument Record Plats (copies of recorded Monument Record Plats to be furnished by the Consultant), section Corner Plat of Survey, and staking plans for projects of approximately 20 parcels. Work orders under the blanket agreement will be negotiated and authorized by the department on as as-needed basis. All work for this project will be in English units.

In addition, the Consultant selected may perform survey functions, including, but not limited to horizontal and vertical control for aerial mapping projects and topographic surveys. The Consultant may be required to contact local land surveyors for their input and may be expected to obtain historic survey reference data.

The department will furnish the Consultant with alignment data, Title Reports, Existing Right-of-Way Plats, and Proposed Right-of-Way requirements when available.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).
- The person who will perform/supervise the work in the area of surveying (must be an Illinois Licensed Professional Land Surveyor).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer or an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project.

Statements of Interest, including resumes of key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

21. **Job No. D-93-085-11, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Two/District Three.**

This project requires 15% DBE Participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 24, 2011 at 10:00 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase I and/or II engineering services are anticipated for the preparation of contract plans, special provisions and estimates for structures throughout District Three. Work orders under the blanket agreement will be negotiated and authorized on an as needed basis. All work for this project will be in English units.

Phase I and II engineering services are anticipated to include preparing Bridge Condition and Hydraulic Reports, conducting route surveys (including full hydraulic surveys), type, size and location (TS&L) drawings and bridge repair plans. The work required may also include performing drainage studies, preparing bridge & roadway plans, preparing traffic control plans, special provisions, cost estimates, and any other work necessary to complete final contract plans and documents.

The department will furnish the Consultant with any available plans, approved Phase I reports, field notes, traffic data, accident statistics, agency coordination, existing right of way plans, aerial imagery, boring logs, existing Bridge Condition & Hydraulic Reports, structure ratings and other information.

It is anticipated this contract will include approximately 12 different projects with estimated construction costs ranging up to \$2,000,000. The engineering services required may consist of only a portion of the total engineering work on any certain project. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of contract documents (must be an Illinois Licensed professional Engineer).
- The person who will perform/supervise the work in the area of hydraulic analysis and the preparation of the Hydraulic Reports (must be an Illinois Licensed Professional Engineer). Any required hydraulic prequalification categories may be completed by the Prime and/or Sub.
- The person who will perform/supervise the work in the area of structure plan preparation (must be an Illinois Licensed Structural Engineer). In addition, the staff performing the work must be identified.

- The person who will perform the QC/QA review of all milestone submittals (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and an Illinois Licensed Structural Engineer for structure work).
- The person who will be in charge of surveys (must be an Illinois Licensed Professional Land Surveyor). Surveying prequalification category requirement may be completed by Sub and/or Prime.

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

22. **Job No. P-93-036-11, Various Phase I/II Structure Projects, Various Routes, Various Counties, Region Two/District Three.**

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 26, 2011 at 10:00 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase I and/or Phase II engineering services are required for Bridge Condition Reports, field surveys (including route and hydraulic stream surveys), Hydraulic Reports and, if needed, Type, Size and Location drawings, structure geotechnical reports, structure repair plans and structure borings for various structures throughout District 3. Work orders under the blanket agreement will be negotiated and authorized on an as-needed basis. All work for this project will be in English units.

Work is anticipated to include data collection (may include ground penetration radar and/or infrared bridge deck delamination surveys and deck cores), ground and stream surveys, cost comparisons, traffic analyses and all work necessary to complete the Bridge Condition Reports, Hydraulic Reports and, if needed, type, size and location (TS&L) drawings, structure repair plans and structure borings.

The department will furnish the Consultant with traffic data, existing bridge rating information, unit prices for cost comparisons and available prints of as-built plans.

The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will assume the duties of Project Engineer, that individual-in-charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person(s) who will perform the work in the area of structure geotechnical reports and structure repair plans (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. The **Geotechnical Services (Structure Geotechnical Reports (SGR))** category may be completed by the Prime and/or Subconsultant.
- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer).

- The person(s) who will perform the QC/QA review work of all milestone submittals (must have adequate plan review experience and be an Illinois Licensed Professional Engineer for roadway work and an Illinois Licensed Structural Engineer for structure work).

The prime firm must be prequalified in the following categories to be considered for this project:

Location/Design Studies (Rehabilitation)
Structures (Highway: Typical)
Special Studies (Location Drainage)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

23. **Job No. D-93-087-11, Phase II, I-57, Over Langan Creek, Iroquois County, Region Two/District Three.**

This project requires 20% DBE Participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 25, 2011 at 10:00 A.M.** at the Region Two/District Three Office in **Ottawa**.

Phase II engineering services are required for the preparation of contract plans, special provisions and estimates for the structure replacements of S.N. 038-0015 and S.N. 038-0016 on I-57 over Langan Creek, 2.2 miles south of Chebanse. All work for this project will be in English units.

The Consultant's work is anticipated to include plans, special provisions, and estimates for the approach roadway, structures, roadway profile change, and cross-overs.

The department will furnish the Consultant with the bridge condition reports, type, size and location (TS&L) drawings, any available as-built plans, microfilm plans, aerial photos, boring logs and other available information.

The estimated construction cost for this project is \$4,000,000. The completion date for the contract will be 12 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plans preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Freeways)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

24. Job No. P-93-033-11, Phase I and/or II Project Management (PM) Work, Various Routes, Various Counties, Region Two/District Three.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 25, 2011 at 1:00 P.M.** at the Region Two/District Three Office in **Ottawa**.

A Project Manager (PM) Consultant is required for Phase I and/or II engineering services. The PM will support IDOT staff in managing local agency projects. This work involves working directly with the local agency and their consulting firms as well as other bureaus in the department. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. The PM will be expected to perform work similar to an IDOT Local Roads Project Engineer and staff. Key staff from the PM will usually be required to perform the work in the District offices. This work may include engineering, technical support, engineering management, project control, administrative services, and field assignments necessary in bringing completion to projects expeditiously. All work for this project will be in English units.

The selected Consultant and/or their sub consultants on this project are prohibited from managing contracts where either party is the prime Consultant or subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

Joint ventures will not be allowed on this project.

The work anticipated for local roads projects may include:

- Manage and/or coordinate Local Agency preliminary engineering projects assigned, including Phase I reviews in accordance with IDOT and Federal standards and contract administration.
- Manage and/or coordinate environmental work effort as related to assigned projects.
- Hold regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented
- Work anticipated to manage Phase II projects:
 - Schedule and hold progress meetings as required to meet target letting dates
 - Coordinate submittals with other bureaus and agencies
 - Review documents in accordance with IDOT and Federal standards
 - Perform all necessary procurement roles as required
 - Manage and track project-level cost, schedule and budget requirements
 - Coordination with program-level and assigned project-level controls personnel
- Work anticipated for Project Control and Administration
 - Preparation and review documents for federal, state, and MFT reimbursements
 - Maintenance of various status reports for administrative coordination with other bureaus or local agencies.
 - Updated records of Project Control Numbers and provide them as needed
 - Prepare, review and record joint agreements and engineering agreements
 - Process invoice reimbursements and maintain related records.
 - Assist others in preparing executive reports
 - Any other work as may be required to complete local roads projects

The department will furnish each Consultant staff member with a work station.

The estimated construction cost of these projects may range from \$10,000 to \$20,000,000. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibits A & B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work).
- Qualified support staff with experience in MFT/TBP invoicing, Administration and other Local Roads experience. QC/QA review of Phase I and II documents, Phase III inspection.

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Roads & Streets)
Special Studies (Location Drainage)
Location/Design Studies (Reconstruction/Major Rehabilitation)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

25. Job No. C-94-087-11, Project Manager for Various Implementation/Local Roads Projects, Various Routes, Various Counties, Region Three/District Four

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 28, 2011 at 1:30 P.M.** at the Region Three, District Four Office in **Peoria**.

A Project Manager (PM) Consultant is required for engineering services. The PM Consultant will manage/supplement various IDOT local agency processes and/or projects throughout District Four. The work may involve working directly with the local agency and/or its consulting firm. All work for this project may be in either English or metric units.

The selected Consultant and/or their sub consultants on this project are prohibited from managing contracts where either party is the prime Consultant or subconsultant. The selected firm and/or their subconsultants may not manage another firm if the relationship was reversed during another phase of work.

The PM will be expected to perform work similar to the IDOT Local Roads staff. The PM may be expected to perform the work at the District office. The work may include engineering, technical, management, and administrative services to assist bringing to completion as expeditiously as possible numerous projects.

The work may include:

- Managing all facets of Local Agency Phase I, II and III engineering projects as assigned including:
 - Review of deliverables for compliance with departmental policies
 - Monitoring the project scope, schedule and budget
- Identify and implement all necessary coordination and communication within and outside the Department, to IDOT and stakeholders as required
- Hold regular progress meetings and briefings for IDOT including FHWA where details of project and progress are presented
- Facilitate and expedite the resolution of technical issues, drawing upon necessary resources within IDOT
- Provide engineering judgment and analysis in the review of county, township and municipal, federal, MFT, and TBP programs to ensure departmental and statutory obligations are being fulfilled as it relates to the proper expenditures of funds.

The completion date for this project will be 72 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be an Illinois Licensed Professional Engineer)

- The person who will assume the duties of Project Engineer, that individual-in-charge of the day-to-day program management work (must be an Illinois Licensed Professional Engineer).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

Statements of Interest must also provide the approach the firm will take on this project, Local Road project experience, and management experience. Consultant shall be prepared to disclose previous or open contracts with any Local Agencies at the negotiation meeting.

Firms must be prequalified in the following categories to be considered for this project:

Special Services (Construction Inspection)
Highways (Roads and Streets)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

26. **Job No. P-94-001-12, Various Geotechnical Investigations, Various Routes, Various Counties, Region Three/ District Four**

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 21, 2012 at 10:30 A.M.** at the Region Three, District Four Office in Peoria.

Phase I and/or II engineering services are required for roadway and structure borings, geotechnical investigations, coring and core evaluations of structures and pavement for investigations, preparation of Geotechnical Reports, and specialized geotechnical analysis and design as needed throughout District Four. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

The Consultant's work is expected to include all management, layout, provisions for traffic control, drilling, laboratory testing, analysis, drafting, and report preparation necessary for Geotechnical Reports or other projects as assigned. All work shall be in accordance with the Department's Geotechnical Manual.

The department will furnish the Consultant with plan and profile drawings, plus a cover sheet and typical cross-sections, or CADD files containing these drawings, proposed storm sewer invert elevations, alignment ties, grade information, and elevations, proposed pavement structures, and name and address of private property owners, where applicable. Soil borings and lab data shall be reported by the Consultant using the current versions of Gint, Microstation, and Geopak software.

The Consultant must own or have access to a conventional drill rig. In addition, a track-type, all-terrain vehicle, drill rig shall be available upon request. All drill rigs shall have an automatic type hammer.

The Consultant will also provide their own vehicles, cell phones, computers, tools of the trade and any other equipment deemed necessary to perform the work. Overnight lodging may be required.

The completion date for this contract will be 48 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will perform the duties of Senior Soils Engineer for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person who will perform the duties of Project Soils Engineer (the individual who is directly in charge of the development of the reports).
- The drilling technician who performs the logging in the field (a minimum of five years experience is desired).

The prime firm must be prequalified in the following categories to be considered for this project:

Geotechnical Services (Subsurface Explorations)
Geotechnical Services (General Geotechnical Services)
Geotechnical Services (Structure Geotechnical Reports (SGR))

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

27. **Job No. D-94-001-12, Various Subsurface Utility Engineering Projects, Various Routes, Various Counties, Region Three/District Four**

This project requires 25% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scoping meeting on **October 24, 2012 at 1:30 P.M.** at the Region Three, District Four Office in **Peoria**.

Engineering services for subsurface utility engineering are required for projects throughout the district for use primarily on Phase I and II projects. There may be projects during Phase III. Work orders under a blanket agreement will be negotiated and authorized by the department on an as-needed basis. The Consultant shall respond within twenty-four hours to the District after receiving each work order assignment to discuss the scope of work, negotiate hours of work, equipment required and direct cost. The Consultant shall commence work within ten calendar days after receiving authorization to proceed. All work for this project will be in English units.

The subsurface utility engineering is expected to consist of providing the District with existing utility location information in written documents and electronic CADD files for the various projects assigned. This information shall be obtained by researching all utility companies' records, which have facilities in the area, and by performing actual field surveys to verify and map at the appropriate quality level of all existing utilities on the assigned project. Field surveys are to be performed to horizontally locate above ground utility features, including but not limited to, poles, manholes, valve boxes, meters, utility designation marking, etc. The Consultant shall also determine the existence and approximate horizontal position of underground utilities through the application of appropriate surface geophysical methods (QL B data). The exact horizontal and vertical locations of underground facilities shall also be determined by actually physically locating them (exposing and surveying) at designated locations with the use of special boring/excavating equipment insured not to damage existing utilities (QL A data). Field information obtained and recorded in field books shall be drafted on plan sheets in electronic format using current MicroStation and GEOPAK software as utilized by the Department.

The department will furnish the Consultant with any available as-built plans and/or microfilm plans. Any available survey notes, alignment data, cross ties, design CADD files, and bench marks.

Five to thirty projects are anticipated for this contract. The completion date for this contract will be 18 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 18 months.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be experienced in managing multiple subsurface utility engineering projects in urban environments).
- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois

Licensed Professional Engineer and have adequate experience in managing subsurface utility engineering projects).

- The person who will be in charge of surveys (must be an Illinois Licensed Surveyor).

Statements of Interest must include satisfactory experience demonstrated in the activities required for this work by the firm and its' employees. The Statement of Interest must also include the following:

- Firm's experience in researching the location of utilities, above and underground.
- Demonstrated knowledge of equipment/techniques necessary to locate the utilities.
- Surface geophysical techniques, such as, electromagnetic, magnetic, sonic, etc.
- Excavation by use of test holes using vacuum excavation or comparable non-destructive equipment.
- The ability to provide staff and equipment for simultaneous projects at different locations.
- The ability to determine the extent the proposed roadway improvements impact the existing utilities.

The prime firm must be prequalified in the **Special Services (Subsurface Utility Engineering)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

28. **Job No. P-95-030-11, FAI 74 (I-74) at I-57 in Champaign Phase I Project, Champaign County, Region Three/District Five.**

This project requires 20% DBE participation.

The **Complexity Factor** for this project is **0.035**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scoping meeting on **October 26, 2011 at 10:00 A.M.** at the Region Three/District Five Office in **Paris**.

Phase I engineering services are required for the preparation of a preliminary engineering report (Combined Design Report) and environmental study anticipated to be processed as an Environmental Assessment (EA) by the District for the reconstruction of the I-57/I-74 interchange in Champaign County. All work for this project will be in English units.

The following structures are included in this project:

- S.N. 010-0018 & 010-0019: I-74 over I-57
- S.N. 010-0270: I-74 under Mattis Avenue
- S.N. 010-0186: I-74 under Prospect Avenue
- S.N. 010-0011: Norfolk Southern Railroad over I-57
- S.N. 010-0050: US 150 over I-57
- S.N. 010-0100: Mattis Avenue over I-57
- S.N. 010-2004: I-74 over Copper Slough
- S.N. 010-8306: I-57 over Copper Slough

The Consultant's work may include but not be limited to evaluating operations of the interchanges as well as mainline I-74 and I-57, alternate geometric studies, traffic studies including intersection and interchange type and design studies, access justification report, access control revisions, hydraulic and drainage reports. The Consultant's work will also include Microscale CO Analysis, Highway Traffic Noise analysis, public information meetings, preparation of the project report and all other work necessary to complete the Phase I report including incorporation of environmental documentation. Coordination with the FHWA is also expected to be required.

The department will furnish to the Consultant with available as-built construction plans, existing right-of-way information, traffic data, crash data, bridge condition reports, proposed pavement designs, environmental coordination consisting of results of archaeological, historical, cultural, biological, and special waste survey/hazardous waste investigations, route and hydraulic surveys, and utility coordination.

The estimated construction cost for this project is \$50,000,000. This project is tentatively set for FY 2017 construction. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibits A and B** for this project must include:

- The person who will assume the duties of Project Manager for all aspects of the work documents (must be and Illinois Licensed Professional Engineer)

- The person who will perform the duties of Project Engineer, that individual in charge who is directly involved in the development of the contract documents (must be an Illinois Licensed Professional Engineer).
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work with adequate plan review experience.)
- The person who will be in charge of Geometric Studies and report preparation (must be an Illinois Licensed Professional Engineer.)
- The person who will perform the work in the area of drainage calculations and preparation of the Drainage Reports and/or Hydraulic Reports (must be an Illinois Licensed Professional Engineer). Location Drainage category and/or any Hydraulic categories required may be completed by Prime and/or Sub.

The prime firm must be prequalified in the **Location Design Studies (Reconstruction/Major Rehabilitation)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

29. Job No. C-95-053-11, Various Construction Inspection Projects, Various Routes, Various Counties, Region Three, District Five.

This project requires 20% DBE participation.

The Complexity Factor for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 21, 2011 at 9:00 A.M.** at the Region Three, District Five Office in **Paris**.

Phase III engineering services are required to provide construction inspection services for construction projects throughout District 5. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in either English or metric units.

The Consultant will be required to furnish adequate qualified staff as approved by the district to assist in performing the required inspection, layout, and other duties to allow the timely completion of projects in accordance with state specifications. Projects requiring staffing may include, but not limited to, District wide patching and resurfacing contracts, or specific bridge projects, resurfacing, or urban rehabilitation projects. The Consultant will be required to assist in performing on site inspections, layout including design changes, provide construction layout when not provided for in the contract plans, provide geotechnical inspection and testing, prepare records, maintain documentation, and provide general assistance as member of a field crew. The department will furnish the Consultant with a Resident Engineer/Technician to direct the Contractor and to direct/coordinate the activities of the Consultant's staff. The department will also furnish the construction plans and specifications.

The Consultant may be asked to provide a Liaison Resident Engineer to work directly with IDOT's Resident Engineer/Technician. The Consultant may also be asked to furnish a documentation technician(s) and laptop computer(s) equal to the latest type used by District 5. Illinois Construction Records System (ICORS) software will be provided for downloading on the Consultant's computer(s).

The Consultant's personnel will be required to provide a vehicle for their use on construction sites and for traveling between projects, material plants, and weigh scales. The Consultant must also provide their own inspection equipment, testing equipment, layout equipment, cell phones, and any other equipment deemed necessary to complete the work. The duration of time spent at a single location may vary as a function of work assignment needs.

The Consultant's personnel must have a good working knowledge of the department's specifications, the department's Construction Manual, Project Procedures Guide and documentation and inspection procedures.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant are prohibited. At the negotiation meeting, the prime Consultant and subconsultant(s) will disclose all current relationships with contractors.

This contract is scheduled for the 2012, 2013, and 2014 construction seasons. This contract must be completed by December 31, 2014.

Key personnel listed on **Exhibit A** for this project must include:

- Liaison Engineer (Illinois Licensed Professional Engineer is preferred).
- Materials Coordinator
- The Documentation Technician (The person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. Include the Documentation Certificate Number for IDOT class S-14, Documentation of Contract Quantities.)
- The Survey Chief
- Construction Inspector (Personnel must have the level of training necessary as outlined in the department's "Project Procedures Guide")

The prime firm must be prequalified in the **Special Services (Construction Inspection)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

30. **Job No. D-96-092-11, Various Phase I/II Projects, Various Routes, Various Counties, Region Four, District Six.**

This project requires 18% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scope of services meeting on **October 21, 2011, at 10:00 A.M.** in the Region Four, District Six Office in **Springfield**.

Phase I/II engineering services are required for various projects throughout District Six. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in English or metric units.

The Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analysis, geometric studies, preparing bridge condition reports, and preparing project reports (categorical exclusion projects only). This work will include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analysis, bridge condition reports, TS&L, structure plans, and other related work and exhibits necessary to produce the Project Report, as necessary.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, geometric studies, preparation of TS&L structure plans, roadway plans, necessary right-of-way documents, and any other related work to complete final plans, specifications, and estimates, as necessary.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects. No work on these projects is to occur until the work order is assigned.

A few of these projects may include, but not be limited to, completing a project report for a possible relocation of CH 18 to divert truck traffic away from Old IL 4 (Brick Highway), north of Auburn in Sangamon County; and completing plan preparation for I-72 resurfacing project in Sangamon County, from Morgan County Line to Old Chatham Road in Springfield, which includes bridge repairs and possibly new bridge decks for existing structures within the job limits.

The department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, and other information.

The estimated construction costs of each project may range from \$100,000 to \$4,000,000. It is anticipated that this contract will include approximately 5 to 20 different projects. The engineering services required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this contract must include:

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the duties of Project Engineer who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of land surveys (must be an Illinois Licensed Land Surveyor).
- The person who will be in charge of route surveys (must be an Illinois Licensed Surveyor).
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Freeways)
Location Design Studies (Rehabilitation)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

31. **Job No. D-96-093-11, Various Phase I/II Projects, Various Routes, Various Counties, Region Four, District Six**

This project requires 18% DBE participation.

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a scope of services meeting on **October 21, 2011, at 2:00 P.M.** in the Region Four, District Six Office in **Springfield**.

Phase I/II engineering services are required for various projects throughout District Six. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work for this project may be in English or metric units.

The Phase I work, if required, may consist of conducting route surveys, hydraulic surveys, hydraulic analysis, geometric studies, preparing bridge condition reports, and preparing project reports (categorical exclusion projects only). This work will include data collection, development of alignment alternatives, cost estimates, traffic management analysis, accident analysis, bridge condition reports, TS&L, structure plans, and other related work and exhibits necessary to produce the Project Report, as necessary.

The Phase II work, if required, may consist of conducting route surveys, land surveys, hydraulic analysis, geometric studies, preparation of TS&L structure plans, roadway plans, necessary right-of-way documents, and any other related work to complete final plans, specifications, and estimates, as necessary.

The various proposed projects may consist of simple patching and resurfacing, bridge repair, bridge rehabilitation, bridge replacement, widening and resurfacing, and/or new roadway projects. No work on these projects is to occur until the work order is assigned.

A few of these projects may include, but not be limited to, completing a project report for I-55 resurfacing project in Logan County from Sangamon County Line to North of IL 10 in Lincoln, which will additionally include analyzing existing structure needs, and completing TS&Ls and structure details for the I-55 resurfacing project in Montgomery County, from North of IL 127/IL 48 to Farmersville, which includes bridge repairs and possibly new bridge decks for existing structures within the job limits.

The department will furnish the Consultant with any available as-built plans, microfilm plans, field notes, traffic data, accident statistics, agency coordination, existing right-of-way plans, aerial photos, boring logs, and other information.

The estimated construction costs of each project may range from \$100,000 to \$4,000,000. It is anticipated that this contract will include approximately 5 to 20 different projects. The engineering services required may consist of only a portion of the total engineering work on a certain project. The completion date for this contract will be 36 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this contract must include:

- The person who will assume the duties of Project Manager for all aspects of the work (must be an Illinois Licensed Professional Engineer).
- The person(s) who will perform the duties of Project Engineer who will be directly involved and responsible in the development of the reports and/or plans (must be an Illinois Licensed Professional Engineer).
- The person who will be in charge of surveys (must be an Illinois Licensed Land Surveyor). Surveying prequalification category may be completed by the Prime and/or Sub.
- The person who will perform the work in the area of structure plan preparation documents (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Professional Engineer for roadway work and must be an Illinois Licensed Structural Engineer for structural work with adequate plan review experience).

The prime firm must be prequalified in the following categories to be considered for this project:

Highways (Freeways)
Location Design Studies (Rehabilitation)
Structures (Highway: Typical)

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address:
SOIPTB@dot.il.gov.

32. **Job No. C-98-081-11, Phase III for Bridge Replacements of Structures Carrying IL 15 over ICG Railroad and IL 13 in Belleville, St. Clair County, District 8**

This project requires 20% DBE participation

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend an initial meeting on **October 25, 2011 at 10:00 A.M.** at the District Eight Office in **Collinsville**.

Phase III engineering services are required for construction inspection, supervision, material testing, record maintenance and construction layout. This work is anticipated to consist of reconstructing the bridge carrying IL 15 over the ICG Railroad and IL 13 in Belleville. All work for this project may be in either English or metric units.

The department will furnish the Consultant with construction plans and specifications.

The department will provide a Resident Engineer to direct the Contractor and to complete pay estimates and change orders. The Resident Engineer will direct/coordinate the activities of the Consultant staff. The Consultant may be required to furnish a liaison Resident Engineer to work directly with the IDOT Resident Engineer and provide a staff to perform the engineering services required for this project or provide staff to supplement the department's staff. The Consultant's work force shall be adequate to allow completion of this project in a timely manner and in accordance with the Department's Standard Specifications for Road and Bridge Construction. The Consultant may be required to furnish all of the construction supervision, engineering layout, on-site inspection, maintenance of records and documentation, and perform other duties as directed by the engineer.

The Consultant will perform on-site inspection and provide construction layout as directed by the engineer. The Consultant will also maintain records and documentation and perform any other duties as directed by the engineer to complete this project on a timely basis in accordance with the Department's Standard Specifications for Road and Bridge Construction.

The Consultant may be required to furnish a laptop computer equal to the latest type used by Region 5/District Eight for each project. Illinois Construction Records System (ICORS) software will be provided for downloading on the Consultant's computer.

Quality Assurance (QA) oversight and Contractor's Quality Control (QC) by the same Consultant or one of their subconsultants on the same project or on material coming in from the same plant is prohibited. At the negotiations meeting, the Consultant, and subconsultant(s) will disclose all current relationships with contractors.

The Consultant must complete and submit final measurements, calculations, and contract record documentation to the Department no later than six (6) weeks after completion of the project as required. The project is scheduled for construction during the 2012 and 2013 construction seasons. The completion date for this contract will be 24 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The Liaison Engineer
- The Materials Coordinator(s) Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and detail of experience with materials inspection.
- Proportioning Technician(s) Include specific details of aggregate source certification, bituminous, and/or PCC QC/QA training, and detail of experience with materials inspection.
- The Document Technician (the person actively performing the documentation on the project must possess a current IDOT Construction Documentation certificate. **Include the Documentation Certificate Number for IDOT class S-14, Documentation of Contract Quantities.**)
- The Materials QA Technician
- The Survey Chief
- Nuclear Density Inspector(s) Include evidence of appropriate QC/QA density training and nuclear license.

The prime firm must be prequalified in **Special Services (Construction Inspection)** to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

33. Job No. R-99-011-11, Various Survey Projects, Various Routes, Various Counties, Region Five/ District Nine

The **Complexity Factor** for this project is **0**.

The Consultant who is selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 21, 2011** at **10:00 A.M.** at the Region Five, District Nine office in **Carbondale**.

Surveying services are required under a blanket agreement to furnish assistance for various projects in areas such as right-of-way staking, land surveying, topo and cross sections for highway projects, hydraulic surveys, plats & plans, legal descriptions, monument records, and other required survey work. Work orders under the blanket agreement will be negotiated and authorized by the department on an as-needed basis. All work will be done in English units.

Local land surveyor project input is to be expected in obtaining historic survey reference data.

The department will provide the Consultant with available alignment data, vertical data, title reports, existing right-of-way plans and proposed right-of-way requirements as each work order is negotiated.

The completion date for this contract will be 12 months after authorization to proceed.

Key personnel listed on **Exhibit A** for this project must include:

- The person who will be in charge of Surveys (must be an Illinois Licensed Professional Land Surveyor).
- The person who will perform the QA/QC review work of all milestone submittals documents (must be an Illinois Licensed Professional Land Surveyor).

The prime firm must be prequalified in the **Special Services (Surveying)** category to be considered for this project

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

34. Job No. D-30-004-12, Statewide Structural Engineering Services, Bureau of Bridges and Structures.

The **Complexity Factor** for this project is **0**.

The Consultant selected for this project and all subconsultants the prime Consultant will be using are scheduled to attend a negotiation meeting on **October 21, 2011**, at **10:00 A.M.** at the Harry R. Hanley Building, Central Bureau of Bridges and Structures in **Springfield**.

Various structural engineering, geotechnical/foundation, and hydraulic services are required by the Bureau of Bridges and Structures. Projects are anticipated to include NBIS and Element Level Inspections and training, Damage Inspections, plan preparation for the repair, rehabilitation, or replacement of structures, Load capacity rating of existing and/or new structures, drafting services and possible field investigations. The Consultant may be required to provide the appropriate bridge inspection equipment to complete NBIS and Damage Inspections and field investigations. The Consultants may also be required to provide the appropriate traffic control. Work Orders under a blanket agreement will be negotiated and authorized by the department on an as needed basis. All work for this project may be in either English or metric units.

The department will furnish the available documents and resources to the Consultant. Projects to be handled by the selected Consultant vary greatly in size and complexity as well as timing.

The selected Consultant must have the capacity to absorb this work without adversely affecting other commitments while still completing these projects in the prescribed time period.

The completion date for this contract will be 24 months after authorization to proceed. The agreement with the Consultant will have an option for renewal by the department for an additional 24 months

Key personnel listed on **Exhibit A** for this project must include:

- Person who will assume the duties of Project Manager for aspects of the work: (must be an Illinois Licensed Professional Engineer).
- Person who will perform the duties of the Project Engineer, defined as the individual in charge who is directly involved in the development of the contract documents: (must be an Illinois Licensed Professional Engineer and/or an Illinois Licensed Structural Engineer).
- Person who will perform the work in the area of structural plan preparation and will seal the plans as required (must be an Illinois Licensed Structural Engineer). In addition, the staff performing this work must be identified.
- Person(s) who will perform the work in the area of Structure Geotechnical Reports and/or geotechnical/foundations/wall design recommendations (must be an Illinois Licensed Professional or Structural Engineer) shall be identified. The Geotechnical Services (SGR) prequalification category may be completed by the Prime and/or Sub.
- The person who will perform the QC/QA review work of all milestone submittal documents (must be an Illinois Licensed Structural Engineer with adequate plan review experience).

- Person(s) who will perform/supervise the work in the area of Hydraulic Reports and preparation of the Hydraulic Analyses (must be an Illinois Licensed Professional Engineer). Hydraulic Reports: Typical prequalification category requirement may be completed by the Prime and/or Sub.
- Person who will perform the work in the area of NBIS and Element Level inspections and training must be an NBIS qualified Team Leader and an Illinois Licensed Professional Engineer or Illinois Licensed Structural Engineer. In addition, the staff performing this work must be identified.

Prime firms must be prequalified in the **Structures (Highway: Advanced Typical)** category to be considered for this project.

Statements of Interest, including resumes of the key people noted above, must be submitted electronically to the Central Bureau of Design and Environment at the following address: SOIPTB@dot.il.gov.

NOTICE

Route & Land Survey Categories

Effective 4-28-11

This notice is important for consultants who are, or wish to be, prequalified in the Survey prequalification category. The Surveying categories have been revised to one survey category. IDOT will no longer have route survey and land survey. There will be one survey category, Special Services (Surveying).

This change is being implemented per the requirements of the Illinois Department of Financial and Professional Regulation. Based on the 225 ILCS 330/5 Illinois Professional Land Surveyor Act of 1989 we must require an Illinois Licensed Professional Land Surveyor as well as the firm itself being a licensed land survey firm.

Firms currently prequalified in both of the categories, route and land survey, will automatically be prequalified in the new Surveying category. The firm is not required to submit any additional data.

Firms prequalified in only **one** of the current (route or land surveying) categories **are not prequalified** to do any surveying work, on existing, current, or future contracts.

To become prequalified firms are required to apply for prequalification in the new category. This will require an Illinois Licensed Professional Land Surveyor & support staff (including resumes), the firm's Department of Financial & Professional Regulation License, which includes Land Survey, and the applicable project descriptions.

This is effective immediately for existing contracts and all future contracts.

The description of the prequalification category and the SEFC may be viewed or downloaded from the IDOT Internet Site: [http:// www.dot.il.gov](http://www.dot.il.gov)

NOTICE

METHOD OF PAYMENT

Effective 01-26-11

All future projects, beginning with PTB 159, will utilize the **Cost Plus Fixed Fee (CPFF)** method of compensation.

CPFF formula:

Compensation = DL+DC+OH+FF

Where FF:

For Prime Agreements is:

$(0.37 + R)DL + \%DL$

When % is:

1 or 2 sub-consultants = 10% of Direct Labor (DL) of Subs

3 or 4 sub-consultants = 12% of Direct Labor (DL) of Subs

5 or more sub-consultants = 15% of Direct Labor (DL) of Subs

For Sub-Consultants

$(0.37 + R)DL$

Where:

R= Complexity Factor: 0, 0.035, or 0.07

DL = Direct Labor

DC= Direct Cost

OH= Overhead Rate

Notice Of Performance Policy Change October 14, 2010

The previous performance policy dated March 9, 2004 has been revised to the following:

Firms will lose prequalification in a category for the following periods, under the following conditions and for the following periods of time:

Final Evaluation	Action	Duration
One "Substandard" in a category*	Suspended from submitting an SOI requiring the evaluated category**	The next two PTB's, or six months from the date of notification whichever is greater***
One "Poor" in a category*	Suspended from submitting an SOI requiring the evaluated category**	The next eight PTB's, or two years from the date of notification whichever is greater***

* This includes subcontract work.

** For example, if the evaluation is in a less complex category, such as "Highway Bridges: Simple," the firm also cannot submit on items requiring more complex similar categories such as "Highway Bridges: Complex." Conversely, if the evaluation is in a more complex category such as "Highway Bridges: Complex." The firm would not necessarily be suspended from submitting in similar simple categories such as "Highway Bridges: Typical."

*** At the end of the term, the firm must request reinstatement to the suspended categories. This will require documentation of efforts and success in correcting the issues which lead to the subject evaluations.

A firm receiving two less than "Satisfactory" final evaluations in a category within five years will:

- Lose prequalification in that category for one year if the second less than "Satisfactory" rating is "Substandard." Reinstatement of the prequalification in that category will require a request from the firm with documentation that the issues which led to the subject evaluations have been rectified, one the term of loss is complete.
- Lose prequalification in that category for five years if the second less than "Satisfactory" rating is "Poor." Reinstatement of prequalification in that category will require a request from the firm with documentation that the issues which led to the subject evaluations have been rectified, one the term of loss is complete.

APPEAL PROCESS

Firms that disagree with a final evaluation have a process with which to appeal, and its steps are as follows:

1. After receipt of the final evaluation, the consultant has 30 days in which to appeal a “Substandard” or “Poor” evaluation. The appeal is submitted in writing to the department entity that managed the contract and prepared the final evaluation (e.g., Regional Engineer, Bureau of Design and Environment, Bureau of Bridges and Structures).
2. The appeal will clearly state the basis for the appeal and any support documentation shall be attached.
3. When the consultant is not satisfied with the results of the appeal to the department entity that prepared the final evaluation, the consultant can request in writing, within 14 days, a review by the Deputy Director of Highways. The consultant shall provide a copy of the appeal to the department entity that managed the contract and the BDE Bureau Chief. The Deputy Director of Highways reviews the documentation file and the evaluation, and meets with the consultant and the department entities involved.
4. If the consultant remains unsatisfied with the results after meeting with the Deputy Director of Highways, the consultant may file a written appeal with the Director of Highways within 14 days of the final action by the Deputy Director of Highways
5. The appeal shall state specifically the basis of the appeal and the reasons why the decision by the Deputy Director of Highways is incorrect. No new issues may be raised.
6. The Director will review all the information submitted with the appeal. The director may request a meeting with the consultant. The consultant will be notified in writing of the Director’s decision. The decision of the Director will be final.

Note this appeal process replaces the existing appeals process currently contained in Section 8-4.05(k) of the BDE Manual. It will be formally added to the manual at the earliest opportunity.

Notice Of IDOT ELECTRONIC ENGINEERING CONSULTANT SUBSCRIPTION SERVICE November 10, 2010

To receive updates related to the Prequalification of Consultant Engineering Firms, the Publishing of the Professional Transportation Bulletin, or other information related to Consultant Engineering through the free subscription service; please follow the instructions for subscribing. The information for both these items will be automatically e-mailed to the subscriber upon release.

Located at: <http://www.dot.il.gov/desenv/ptbsubsc.html>

Instructions to Subscribe

Please Note:

By subscribing to the IDOT-PTB list, you will receive both the Prequalification of Consultant Engineering Firms list as well as the Professional Transportation Bulletin

Prepare an e-mail to the IDOT Subscription Server by using the following e-mail address as noted below:

1. Address the e-mail message to: subscribe-dot-ptb@lists.illinois.gov
2. Send message
3. A confirmation e-mail will be sent to the subscriber asking them to reply or click a link.

Instructions to Unsubscribe

Prepare an e-mail to the IDOT Subscription Server by using the following e-mail address as noted below:

1. Address the e-mail message to: unsubscribe-dot-ptb@lists.illinois.gov
2. Send the message.
3. A confirmation e-mail will be sent to you removing you from the subscription list.

CONSULTANT STATEMENTS OF INTEREST CHECK SHEET

August 1, 2010

IDOT is encouraging the use of this check sheet. We continue to receive submittals with errors. With the apparent lack of quality control in the Statement of Interest submittals, we are providing a check sheet for your use. Do not submit this document; it is intended as tool to help in your quality control process. Do not send.

☐ Downloaded and used most current forms <http://www.dot.il.gov/desenv/deform.html>

Statements of Interest for each item must be submitted as an adobe.pdf and labeled as described in the e-mail instructions. Use your SOI CODE that's provided at the top of your SEFC prequalification sheet. This sheet is provided with your firm's prequalification letter sent out on an annual basis.

IDOT has frequently asked questions for submitting SOI's available in the PTB and at <http://www.dot.il.gov/desenv/FAQ.html>

☐ Followed the e-mail instructions for submitting
<http://www.dot.il.gov/desenv/ptb/ptbemailinstructions.pdf>

Statements of Interest for each item must contain the following and be **received** between the time of Publish Date and the SOI due date, at 12:00 p.m. (Note: Sending before 12:00 p.m. does not guarantee that we receive before noon.)

☐ All requested data in advertisement is included (list specific items requested in advertisement).

Reviewed advertisement and included:

☐ **Exhibit A (BDE XHBT-A)** (required with every SOI)

☐ Correct PTB & Item Number (one specific to each PTB/ITEM)

☐ City, phone, e-mail provided

☐ Signed and dated

☐ Key personnel completed (personnel resumes attached)

☐ Subconsultant information, Firm name, category of work being performed, and DBE noted (if applicable) (If a DBE goal is listed, the firm(s) the prime will be using to meet this goal are shown at this location).

☐ Mentor Protégé information included, Firm Name that is the protégé and the category of work they will be doing.

☐ **Exhibit B (BDE XHBT-B)** (when applicable)

☐ The first portion (items 1 to 3) is required when Reconstruction/Major Rehabilitation or New Construction/Major Reconstruction categories in the **Location/Design Study** Work Category are requested in the advertisement.

CONSULTANT STATEMENTS OF INTEREST CHECK SHEET

August 1, 2010

Exhibit B (BDE XHBT-B) (continued)

- ☐ The second portion **Environmental Work** is to be completed when Environmental Assessment or Environmental Impact Statements categories are requested in the advertisement.

Staffing for disciplines listed below, matches staffing on Prequalified Environmental Staff document sent to your firm from IDOT.

- ☐ Environmental Lead
- ☐ Noise
- ☐ Water Quality
- Ecology Wetlands & Associated Aquatic Resources
- Biological Resources (other than Wetlands)
- ☐ Community Impacts
- ☐ Public Involvement
- ☐ Technical Writing

If submitting for one or ten items, each of these documents is required to be submitted as a separate adobe.pdf file for each Professional Transportation Bulletin (one for each PTB)

- Current Obligations (BDE CUR-OB) (Prime)
 - ☐ Firm name
 - ☐ Correct PTB #
 - ☐ Item #'s listed match Items being submitted
 - ☐ Dollar amounts are the most current (if selected on Previous PTB include estimated \$'s)
 - ☐ Phase III (construction Inspection work \$'s are completed)
- Consultant's Disclosure Statement; Form A, Financial Information & Potential Conflicts of Interest Disclosure; Form B, Other Contracts & Procurements Related Information Disclosure (BDE DISC 2 Template)(Consultants))(Prime)

Page 1 Completed:

- ☐ PTB #
- ☐ Firm Name

Form A Completed:

- ☐ Firm Name
- ☐ Address, Phone, E-mail, & Fax

CONSULTANT STATEMENTS OF INTEREST CHECK SHEET

August 1, 2010

Form A continued

Individual Information Completed when applicable:

- ☐ Name
- ☐ Address
- ☐ Conflicts/Communications/Debarment

Applicable or Not Applicable Statements

- ☐ Signed
- ☐ Dated correctly

Form B Completed:

- ☐ Firm Name
- ☐ Address, Phone, E-mail, & Fax
- ☐ Dated correctly
- ☐ Signed

- **Disclosure of Business Operations in Iran (BDE 2900) (Prime)**

- ☐ Correct PTB #
- ☐ Item #'s listed match Items being submitted
- ☐ Firm Name
- ☐ Signed
- ☐ Dated correctly

- **Delinquent Debt Certification (BDE 3000) (Prime & Subconsultants)**

- **(this is one adobe file with the prime and sub, do not submit multiple files)**

- ☐ Correct PTB #
- ☐ Item #'s listed match Items being submitted
- ☐ Firm Name
- ☐ Dated correctly
- ☐ Signed
- ☐ Subconsultants listed are correct and listed items are correct
- ☐ Subconsultant's delinquent debt included
- ☐ One Adobe file created that contains prime and subs debt certification

NOTICE
Description and Minimum Requirements for
Statement of Experience and Financial Condition
Quality Assurance Category
EFFECTIVE 3-1-10

The Quality Assurance category has been revised in the Description and Minimum Requirements. Per the Quality Assurance Note in the Statement of Experience and Financial Condition Questionnaire, "PCC Level III will be required for all Project Managers as of 3/1/2010."

The PCC level III class is required to become prequalified and to remain prequalified in the QA PCC and Aggregate prequalification category.

The Description and Minimum Requirements is available at
<http://www.dot.il.gov/desenv/preqcons.html>

Notice of **Consultant Engineering** **Mentor Protégé Program**

Effective December 23, 2009
Revised 02-04-10

Firms wishing to participate in the Mentor Protégé program should indicate in their Statement of Interest e-mail the Item number(s) they are planning on participating.

For Example in the body of the E-mail message include “Firm ABC is interested in participating in the Mentor Protégé Program on items 2, 5 and 10.”

Also, the Exhibit A has been modified to include Mentor Protégé data. The Exhibit A document is available on the website at <http://www.dot.il.gov/desenv/deform.html>

Guidelines, implementation, and a sample development plan are available on our website at <http://www.dot.il.gov/consultmentor.html>

Frequently Asked Questions for Submitting Statements of Interest for Professional Transportation Bulletin

4-28-11

The frequently asked questions are available at <http://www.dot.il.gov/desenv/FAQ.html>
Professional Transportation Bulletin is available at <http://www.dot.il.gov/desenv/ptb.html>
To become a prequalified consultant go to <http://www.dot.il.gov/desenv/pregcons.html>

1. **Question:** Where do I submit my electronic Statement of Interest?

Answer: As stated in each advertisement and in the E-mail Instructions all submittals go to SOIPTB@dot.il.gov

2. **Question:** When do I submit my electronic Statement of Interest (SOI)?

Answer: The Statement of Interest due date and time are listed on the front cover of the PTB. If it is not **received** by 12:00 p.m. on the due date it will not be considered, that includes partial submittals. A complete submittal must be received before 12:00 p.m., which includes all required forms. If the SOI item is received at 11:59 a.m. and the forms are received in a separate e-mail at 12:01 p.m., your firm will not be considered for the PTB. Firms have 3 weeks to submit Statements of Interest, and we accept Statements of Interest from publish date to 12:00 p.m. on the due date.

3. **Question:** Where are the latest forms?


Answer: In the Professional Transportation Bulletin there is a bookmark titled Forms, which links to the website. There is also a link in the Guidelines, and a link in the E-mail Instructions. <http://www.dot.il.gov/desenv/deform.html>

4. **Question:** Why do I have to keep the footer with document name and why use the latest form?

Answer: IDOT is ISO certified. When IDOT is audited, The ISO Auditors ask, "How do you know the correct form is being used?" The footer with the document name and revision are the proof required.

5. **Question:** The footer disappears when I insert the Exhibit A/B file. How do I keep the footer?

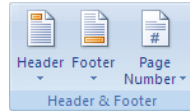
Answer: There are two options

- If you are using Microsoft Word 2003, you need to insert a section break. Per Word help, "To create a different header or footer for a section, you need to break the connection between the sections. Click in the section for which you want to create a different header or footer. On the **Header and Footer** toolbar, click **Link to Previous**  to break the connection between the header and footer in the current section and the previous one."
- If you are using Microsoft Word 2007, Starting at the beginning of the document, click in the first section for which you want to vary the


Frequently Asked Questions for Submitting Statements of Interest for Professional Transportation Bulletin

4-28-11

header or footer. On the **Insert** tab, in the **Header & Footer** group, click **Header** or **Footer**.



Click **Edit Header** or **Edit Footer**.

On the **Headers & Footers** tab, in the **Navigation** group, click **Link to Previous**  to break the connection between the header or footer in this section and the previous section.

OR

- Complete the word file, convert to adobe, and then insert the file in to your already converted PDF Statement of Interest.

6. **Question:** Does the Prime have to be prequalified in the requested categories in the advertisement or can we sub that work out?

Answer: Yes, the prime is required to have the prequalification. It states in the guidelines:
The firm acting as the prime must be prequalified in all of the prequalification categories requested in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement.

Also, in every advertisement it states:

“The prime firm must be prequalified in the following categories to be considered for this project”: This means the prime is required to be prequalified in the listed categories.

7. **Question:** In the advertisements it sometimes states:

- The person who will perform/supervise the work in the area of drainage calculations and preparation of the Drainage Report (must be an Illinois Licensed Professional Engineer). Location Drainage prequalification category requirement may be completed by Sub and/or Prime)
- The person who will be in charge of surveys (must be an Illinois Licensed Professional Land Surveyor). Surveys prequalification category requirement may be completed by Sub and/or Prime)
- The person who will perform/supervise the work in the area of geotechnical analysis and the preparation of the Structure Geotechnical Report (must be an Illinois Licensed Professional

**Frequently Asked Questions for Submitting Statements of Interest for
Professional Transportation Bulletin
4-28-11**

Engineer). Geotechnical Services, Structure Reports Geotechnical (SGR) prequalification category requirement may be completed by Sub and/or Prime.

How do we address this in our submittal?

Answer: In these instances, if the prime is prequalified they may use their staff. If the prime is prequalified or if not prequalified for those categories, a subconsultant that is prequalified in the requested category may be used.

For example in the **Exhibit A** if using a sub, fill out as shown

Other Required Key Staff:

Name Required Prequalification Category :	
Surveying	
*Name	John Doe @ ABC Engineering
Category	PLS (PE, SE, LS)
Registration #	035-123456
Year Registered	1998 State IL
Office Location:	
City	Chicago State IL

8. **Question:** The advertisement has a DBE Goal. Where & how do we address in our Statement of Interest?

Answer: In the **Exhibit A** on page 3 of 3, there is the following statement: "List Subconsultant(s) and the item(s) of work that they will perform." This is where the firm lists all subs including DBE's. Example: ABC Engineering, DBE, will perform surveying services.

9. **Question:** The **Exhibit A** on page 3 of 3 asks:
Firm is proposing a Mentor-Protégé on this project: Yes ☐ No ☐

Name of Protégé Firm	Areas of work (prequalification category(ies) they will be participating in

What are we required to include in the above?

Answer: First check yes or no. If yes, include the name of the firm that will be the protégé and which prequalification category they will be mentored to do.

Example:

Firm is proposing a Mentor-Protégé on this project: Yes ☒ No ☐

Name of Protégé Firm	Areas of work (prequalification category(ies) they will be participating in
ABC Engineering	Location Design Studies (Rehabilitation)

Frequently Asked Questions for Submitting Statements of Interest for
Professional Transportation Bulletin
4-28-11

10. **Question:** The advertisement states: The Environmental Lead, who will be responsible for the day-to-day management of the environmental work effort, and persons responsible for all environmental disciplines including air quality, water quality, traffic noise, community impacts and ecology. Environmental staffing on **Exhibit B** must match the staffing presented and approved in the firm's most recent Statement of Experience and Financial Condition. Where do I find the approved staffing?

Answer: Every firm prequalified in environmental assessment receives as part of the prequalification response, a document that has a listing of who is qualified for lead and each discipline and at what level, EA or EIS. The personnel on the document titled "Prequalified Environmental Staff" are the staff that must appear on Exhibit B.

11. **Question:** The Advertisement states the required prequalification category is **Location/Design Studies (Reconstruction/Major Rehabilitation)**. Is the firm required to submit an Exhibit B?

Answer: Yes, it's required per the guidelines: 6) Projects involving Location Design Studies (Reconstruction/Major Rehabilitation and New Construction/Major Reconstruction) and all Environmental Reports (Environmental Assessment and Environmental Impact Statements) require completion of **Exhibit B**. Only the first section is required for Location Design Studies,

Location/Design Study Work

*This portion to be completed when projects require Location Design Studies
(Reconstruction/Major Rehabilitation or New Construction/Major Reconstruction)*

For projects requiring Environmental Reports, the second portion is required
Environmental Work

*This portion to be completed when projects require Environmental Reports
(Environmental Assessment or Environmental Impact Statements)*

The request in the advertisement for Exhibit B is done as a courtesy.

12. **Question:** The guidelines say no more than 2 pages for firm's interest in performing the work. The advertisement requests additional data such as:

- Statements of Interest must also include the proposed Quality Assurance/Quality Control (QA/QC) plan for the project design, including calculations and check-set plans and specifications as deliverables.

Or

- Statements of Interest must include details of how the Consultant will accomplish the work, a schedule for completing the work in the prescribed time, the firm's capability, and project team experience for similar projects, an organizational chart for the project, etc.

**Frequently Asked Questions for Submitting Statements of Interest for
Professional Transportation Bulletin
4-28-11**

Can we go over the 2 page limit?

Answer: The guidelines also state, “8) In addition to the above requirements, any other information specifically requested in the project advertisement should also be included in the submittal.” The 2 page limit is separate from the additional requirements that may be requested in the advertisement. Your firm may not be considered if not all information requested in the advertisement is provided.

13. **Question:** Can we include pictures, charts, graph's?

Answer: Yes, but we have a limitation on receiving files. Our system can only accept files under 2MB.

14. **Question:** Our Statement of Interest files are very large. Can we break up the file and send in multiple e-mails?

Answer: Yes, but first look at why it's so large. Is everything scanned; are large picture files included, etc. Converting existing files to Adobe and limiting graphics can reduce the size of a file significantly.

As stated in the E-mail Instructions,
Complete the word documents then convert them to the Adobe PDF for submittal. The size limitation on an incoming e-mail to IDOT is **2 MB**. If you exceed this limit, you must separate contents into multiple e-mails. Identify the number of e-mails being sent, (i.e. 1 of 3). Scanned images, color graphics, and photographs, which are converted to Adobe Portable Document Files (PDF) files, can become very large, use sparingly if at all.

15. **Question:** Our firm wants to do a joint venture (JV). Does IDOT have a JV agreement form?

Answer: No, IDOT does not have a form. It is up to the Consultants entering into a JV to submit the JV agreement as part of the Statement of Interest. See recurring notice “**NOTICE FOR JOINT VENTURE**”

16. **Question:** What are common errors made by consultants when submitting a Statement of Interest?

Answer: Waiting until the last minute to complete the Statements of Interest and using old SOI's with no quality control check.

Required forms and typical problems	
Document	Problem(s)
Current Obligations Example attached BDE CUR-OB	(wrong form, addition errors, \$'s not included for latest selection information, Construction Inspection work more than total work shown) (review instructions)

**Frequently Asked Questions for Submitting Statements of Interest for
Professional Transportation Bulletin
4-28-11**

Required forms and typical problems continued	
Document	Problem(s)
Delinquent Debt Example attached BDE 3000	(not signed/dated, subconsultants not included, doesn't match first page, i.e. prime has sub working on item 2 and 4, sub lists working on 2 and 6)
Disclosure BDE DISC 2 Template (Consultants)	(not signed/dated, only partial submittal, missing form A or B or no disclosure included) A complete disclosure is required with every Professional Transportation Bulletin, IDOT is unable to authorize the firm to do work if disclosure is not clear.
Exhibit A Example attached BDE XHBT-A	(nothing in footer to indicate which form used, old form used, not signed/dated, city not indicated, DBE and work they are performing are not listed all requested personnel in advertisement not included.
Exhibit B BDE XHBT-B	(not included, nothing in footer to indicate which form used, old form used although new revised date shown in footer) Personnel listed did not match SEFC Environmental Staffing plan)
Iran Disclosure Example attached BDE 2900	(not signed/dated or included)
Miscellaneous	(Late, partial submittal, sent to wrong e-mail address, etc.)

NEW:

The forms for Current Obligations, Delinquent Debt, Exhibit A, and the Iran Disclosures have been completed and are attached as examples of how to correctly fill out for submittal.

Forms are located at: <http://www.dot.il.gov/desenv/deform.html>



Consultant's Current Obligations for Statements of Interest

Item(s) # 4, 12, & 22

Your Firm as Prime Consultant

Your Firm as Subconsultant To:

Note: The start date for the 0-6 months will be the date of this PTB

Firm Name ABC Engineering PTB # 151 Item(s) # 4, 12, & 22

Work By Your Transportation Staff for Other Than the Illinois Department of Transportation

	Total Agreement Amount (000's)	Fee to be Earned		
		0-6 mos. (000's)	7-18 mos. (000's)	>18 mos. (000's)
City of Chicago	N/A			
Illinois State Toll Authority	750	350	250	150
All Other Work (Public & Private)	1,000	300	400	300
Total Non-IDOT		650	650	450

Note: The start date for the 0-6 months will be the date of this PTB

Summary of Work

(DO NOT TYPE IN THIS AREA-AUTO FILL IN)

Totals for Firm	0-6 mos. (000's)	7-18 mos. (000's)	>18 mos. (000's)
As Prime (from page 1)	950	350	250
As Subconsultant (from page 1)	175	25	50
For Non-IDOT (from table above)	650	650	450
Total	1775	1025	750

Work by Your Transportation Staff for all Construcion Inspection, Phase III Projects:

	Total Agreement Amount (000's)	Fee to be Earned		
		0-6 mos. (000's)	7-18 mos. (000's)	>18 mos. (000's)
Phase III Work	500	100	300	100



PTB # 151 & Item(s) # 4, 12, & 22

Delinquent Payment. The CONSULTANT certifies that it, or any affiliate, is not barred from being awarded a contract under 30 ILCS 500. Section 50-11 prohibits a person from entering into a contract with a State agency if it knows or should know that it, or any affiliate, is delinquent in the payment of any debt to the State as defined by the Debt Collection Board. Section 50-12 prohibits a person from entering into a contract with the State agency if it, or any affiliate, has failed to collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois Use Tax Act. The CONSULTANT further acknowledges that the contracting State agency may declare the contract void if this certification is false or if the CONSULTANT or any affiliate is determined to be delinquent in the payment of any debt to the State during the term of the contract.

I certify that ABC Engineering with the FEIN or SSN of 555-55-5555
(Firm Name)

is in compliance with the Delinquent Payment Statement as stated above.

Jane Doe
Signature

2-17-10
Date

List all known subconsultants and the PTB item(s):

JKays Civil Firm (Item 4 & 12)
Megs Structural Creations (Items 12 & 22)

One Adobe PDF document must be submitted with the Statement of Interest for the prime and the single file must contain each known subconsultant the prime will be using.

Label with firm code and DP and submit as an Adobe PDF document.

Example:

Firm SOI CODE: (abcDP.pdf) this would be one document containing the prime's statement of compliance and this file would also contain the subconsultant(s) certification of compliance.



PTB # 151 & Item(s) # 4 & 12

Delinquent Payment. The CONSULTANT certifies that it, or any affiliate, is not barred from being awarded a contract under 30 ILCS 500. Section 50-11 prohibits a person from entering into a contract with a State agency if it knows or should know that it, or any affiliate, is delinquent in the payment of any debt to the State as defined by the Debt Collection Board. Section 50-12 prohibits a person from entering into a contract with the State agency if it, or any affiliate, has failed to collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois Use Tax Act. The CONSULTANT further acknowledges that the contracting State agency may declare the contract void if this certification is false or if the CONSULTANT or any affiliate is determined to be delinquent in the payment of any debt to the State during the term of the contract.

I certify that JKays Civil Firm with the FEIN or SSN of 888-88-8888
(Firm Name)

is in compliance with the Delinquent Payment Statement as stated above.

Jessica Smith
Signature

2-16-10
Date

List all known subconsultants and the PTB item(s):

N/A

One Adobe PDF document must be submitted with the Statement of Interest for the prime and the single file must contain each known subconsultant the prime will be using.

Label with firm code and DP and submit as an Adobe PDF document.

Example:

Firm SOI CODE: (abcDP.pdf) this would be one document containing the prime's statement of compliance and this file would also contain the subconsultant(s) certification of compliance.



PTB # 151 & Item(s) # 12 & 22

Delinquent Payment. The CONSULTANT certifies that it, or any affiliate, is not barred from being awarded a contract under 30 ILCS 500. Section 50-11 prohibits a person from entering into a contract with a State agency if it knows or should know that it, or any affiliate, is delinquent in the payment of any debt to the State as defined by the Debt Collection Board. Section 50-12 prohibits a person from entering into a contract with the State agency if it, or any affiliate, has failed to collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois Use Tax Act. The CONSULTANT further acknowledges that the contracting State agency may declare the contract void if this certification is false or if the CONSULTANT or any affiliate is determined to be delinquent in the payment of any debt to the State during the term of the contract.

I certify that Megs Structural Creations with the FEIN or SSN of 999-99-9999
(Firm Name)

is in compliance with the Delinquent Payment Statement as stated above.

Megan Jones
Signature

2-16-10
Date

List all known subconsultants and the PTB item(s):

N/A

One Adobe PDF document must be submitted with the Statement of Interest for the prime and the single file must contain each known subconsultant the prime will be using.

Label with firm code and DP and submit as an Adobe PDF document.

Example:

Firm SOI CODE: (abcDP.pdf) this would be one document containing the prime's statement of compliance and this file would also contain the subconsultant(s) certification of compliance.



EXHIBIT A

PTB # 151 **& Item #** 04

Proposed Staff, Subconsultants and Current Transportation Obligations

I certify that I am the Vice President of the firm of ABC Engineering and that I have thoroughly reviewed our existing and pending obligations for services by our Transportation Technical Staff **(including work for which selection has been made but negotiations and/or agreement execution have not been finalized)** during the ensuing year(s) to all of our clients on any type of project and have included them on the Current Obligations Form. If we are selected for this project, we will assign it as a top priority project with the following minimum staff for the full term of the contract. The office location from which a majority of the work for this project will be performed is:

(City) Engineering Town (State) IL

Signature: Jane L. Doe

Print Name: Jane Doe Phone: 555-555-5555 Fax: 556-556-5656

Date: 2-21-2010 E-mail: J.Doe@abcengineering.com

Project Manager :	Project Engineer :
Name <u>Sam Smith</u>	Name <u>John Roads</u>
Category <u>PE</u> (PE, SE, LS)	Category <u>PE</u> (PE, SE, LS)
Registration # <u>062-11-1111</u>	Registration # <u>062-22-1111</u>
Year Registered <u>2000</u> State <u>IL</u>	Year Registered <u>1999</u> State <u>IL</u>
Office Location:	Office Location:
City <u>Engineering Town</u> State <u>IL</u>	City <u>Engineering Town</u> State <u>IL</u>

QC/QA Roadway :	QC/QA Structures:
*Name <u>Jane Doe</u>	*Name <u>N/A</u>
Category <u>PE</u> (PE, SE, LS)	Category <u></u> (PE, SE, LS)
Registration # <u>062-33-1111</u>	Registration # <u></u>
Year Registered <u>1999</u> State <u>IL</u>	Year Registered <u></u> State <u></u>
Office Location:	Office Location:
City <u>Engineering Town</u> State <u>IL</u>	City <u></u> State <u></u>

Other Required Key Staff:

Name Required Prequalification Category :	Name Required Prequalification Category:
Surveying	Location Drainage
*Name <u>Jessica Smith @ JKay's Civil Firm</u>	*Name <u>John Roads</u>
Category <u>LS</u> (PE, SE, LS)	Category <u>PE</u> (PE, SE, LS)
Registration # <u>035-11-1111</u>	Registration # <u>062-22-1111</u>
Year Registered <u>2002</u> State <u>IL</u>	Year Registered <u>1999</u> State <u>IL</u>
Office Location:	Office Location:
City <u>Civil City</u> State <u>IL</u>	City <u>Engineering Town</u> State <u>IL</u>

*If work is being done by a subconsultant, list firm name also.

Other Required Key Staff:

Name Required Prequalification Category :	Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

*If work is being performed by a subconsultant, list firm name also.
Attach resumes of above-listed personnel.

Management	Professionals	Sub-professionals
Total <u>2</u>	Engineers <u>3</u> Land Surveyors <u>1</u> Architects <u>0</u> Others <u>0</u> Total <u>4</u>	Technicians <u>3</u> Draftsmen <u>2</u> Survey Crew <u>2</u> Clerical <u>2</u> Other <u>1</u> Total <u>10</u>
		Total Project Staff <u>14</u>

EXHIBIT A CONTINUEDPTB # 151 & Item # 04Firm will complete project within estimated time listed in the project advertisement. Yes ☒ No ☐If **Yes**, provide completion date and/or number of months. Per the advertisement 24 monthsIf **No**, explain:

List all Subconsultant(s) and denote if sub is a DBE; and the item(s) [category(ies)] of work they will perform.

JKays Civil Firm (DBE) surveying services

Firm is Proposing a Mentor-Protégé on this project: Yes ☐ No ☒**Name of Protégé Firm****Areas of work (prequalification category(ies) they will be participating in**



EXHIBIT A

PTB # 151 **& Item #** 12

Proposed Staff, Subconsultants and Current Transportation Obligations

I certify that I am the Vice President of the firm of ABC Engineering and that I have thoroughly reviewed our existing and pending obligations for services by our Transportation Technical Staff **(including work for which selection has been made but negotiations and/or agreement execution have not been finalized)** during the ensuing year(s) to all of our clients on any type of project and have included them on the Current Obligations Form. If we are selected for this project, we will assign it as a top priority project with the following minimum staff for the full term of the contract. The office location from which a majority of the work for this project will be performed is:

(City) Engineering Town (State) IL

Signature: Jane L. Doe

Print Name: Jane Doe Phone: 555-555-5555 Fax: 556-556-5656

Date: 2-21-2010 E-mail: J.Doe@abcengineering.com

Project Manager :	Project Engineer :
Name <u>Sam Smith</u>	Name <u>James Bridges</u>
Category <u>PE</u> (PE, SE, LS)	Category <u>PE/SE</u> (PE, SE, LS)
Registration # <u>062-11-1111</u>	Registration # <u>062-22-1111 & 081-11-1111</u>
Year Registered <u>2000</u> State <u>IL</u>	Year Registered <u>99/01</u> State <u>IL</u>
Office Location:	Office Location:
City <u>Engineering Town</u> State <u>IL</u>	City <u>Engineering Town</u> State <u>IL</u>

QC/QA Roadway :	QC/QA Structures:
*Name <u>Jane Doe</u>	*Name <u>Megan Jones @ Megs Structural Creations</u>
Category <u>PE</u> (PE, SE, LS)	Category <u>SE</u> (PE, SE, LS)
Registration # <u>062-33-1111</u>	Registration # <u>081-22-2222</u>
Year Registered <u>1999</u> State <u>IL</u>	Year Registered <u>2005</u> State <u>IL</u>
Office Location:	Office Location:
City <u>Engineering Town</u> State <u>IL</u>	City <u>Rolling Roads</u> State <u>IL</u>

Other Required Key Staff:

Name Required Prequalification Category : Surveying	Name Required Prequalification Category: Location Drainage
*Name <u>Jessica Smith @ JKays Civil Firm</u>	*Name <u>John Roads</u>
Category <u>LS</u> (PE, SE, LS)	Category <u>PE</u> (PE, SE, LS)
Registration # <u>035-11-1111</u>	Registration # <u>062-22-1111</u>
Year Registered <u>2002</u> State <u>IL</u>	Year Registered <u>1999</u> State <u>IL</u>
Office Location:	Office Location:
City <u>Civil City</u> State <u>IL</u>	City <u>Engineering Town</u> State <u>IL</u>

*If work is being done by a subconsultant, list firm name also.

Other Required Key Staff:

Name Required Prequalification Category : Structures Simple	Required Prequalification Category:
*Name <u>Paul Jems</u>	*Name _____
Category <u>SE</u> (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # <u>081-11-1111</u>	Registration # _____
Year Registered <u>2006</u> State <u>IL</u>	Year Registered _____ State _____
Office Location _____	Office Location _____
City <u>Rolling Roads</u> State <u>IL</u>	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

Name Required Prequalification Category :	Name Required Prequalification Category:
*Name _____	*Name _____
Category _____ (PE, SE, LS)	Category _____ (PE, SE, LS)
Registration # _____	Registration # _____
Year Registered _____ State _____	Year Registered _____ State _____
Office Location _____	Office Location _____
City _____ State _____	City _____ State _____

*If work is being performed by a subconsultant, list firm name also.
Attach resumes of above-listed personnel.

Management	Professionals	Sub-professionals
Total <u>2</u>	Engineers <u>7</u> Land Surveyors <u>1</u> Architects <u>0</u> Others <u>0</u> Total <u>4</u>	Technicians <u>6</u> Draftsmen <u>2</u> Survey Crew <u>2</u> Clerical <u>1</u> Other <u>0</u> Total <u>11</u>
		Total Project Staff <u>15</u>

EXHIBIT A CONTINUEDPTB # 151 & Item # 12Firm will complete project within estimated time listed in the project advertisement. Yes ☒ No ☐If **Yes**, provide completion date and/or number of months. Per the advertisement 36 monthsIf **No**, explain:

List all Subconsultant(s) and denote if sub is a DBE; and the item(s) [category(ies)] of work they will perform.

JKays Civil Firm (DBE) surveying servicesMegs Structural Creations (Structures Highway: Typical)

Firm is Proposing a Mentor-Protégé on this project: Yes ☒ No ☐**Name of Protégé Firm****Areas of work (prequalification category(ies) they will be participating in**JKays Civil FirmHighways (Roads and Streets)



PTB # 151 **& Item #(s)** 4, 12, and 22

Public Act 95-0616 provides that each bid, offer, or proposal submitted for a State contract shall include a disclosure of whether or not the Company acting as the bidder, offeror, or proposing entity, or any of its corporate parents or subsidiaries, within the 24 months before submission of the bid, offer, or proposal had business operations that involved contracts with or provision of supplies or services to the Government of Iran, companies in which the Government of Iran has any direct or indirect equity share, consortiums or projects commissioned by the Government of Iran, or companies involved in consortiums or projects commissioned by the Government of Iran and either of the following conditions apply:

- (1) More than 10% of the Company's revenues produced in or assets located in Iran involve oil-related activities or mineral-extraction activities; less than 75% of the Company's revenues produced in or assets located in Iran involve contracts with or provision of oil-related or mineral-extraction products or services to the Government of Iran or a project or consortium created exclusively by that government; and, the Company has failed to take substantial action.
- (2) The Company has, on or after August 5, 1996, made an investment of \$20 million or more, or any combination of investments of at least \$10 million each that in the aggregate equals or exceeds \$20 million in any 12-month period, which directly or significantly contributes to the enhancement of Iran's ability to develop petroleum resources of Iran.

The terms "Business Operations", "Company", "Mineral-extraction Activities", "Oil-related Activities", "Petroleum Resources", and "Substantial Action" are all defined in the Act.

Failure to make the disclosure required by the Act shall cause the bid, offer, or proposal to be considered not responsive. The disclosure will be considered when evaluating the bid, offer, or proposal or awarding the contract. The name of each Company disclosed as doing business or having done business in Iran will be provided to the State Comptroller.

To be in compliance with the Disclosure of Business Operations in Iran, check the appropriate statement:

- ☒ **Company has no business operations in Iran to disclose.**
- ☐ **Company has business operations in Iran as disclosed in the attached document(s).**

The following must be signed and dated by a person authorized to execute contracts for the offeror.

THE FOLLOWING STATEMENT MUST BE SIGNED AND DATED

ABC Engineering _____ Name of Firm (type or print)	
Jane L. Doe _____ Name of Authorized Representative (type or print)	
Vice President _____ Title of Authorized Representative (type or print)	
<i>Jane L. Doe</i> _____ Signature of Authorized Representative	02-18-2010 _____ Date

To submit, use Consultant firm code, followed by DISCIR.

Example: Firm Code "ABC" submittal would be ABCDISCIR.pdf (Required From Prime Only)

Return To: Cement and Concrete Reference Laboratory
At NIST
100 Bureau Drive, Stop 8616
Gaithersburg, Maryland 20899-8618
Phone: 301-975-6704
Fax: 301-975-2243
Email: ccrl@nist.gov

APPROVAL TO RELEASE CCRL PROFICIENCY SAMPLE RESULTS TO:

Name: Mark Gawedzinski, BMPR Pre-Qualification Coordinator
Company: Illinois Department of Transportation
Bureau of Materials and Physical Research
Address: Springfield, Illinois
Email Address: mark.gawedzinski@illinois.gov
Phone: 217-782-2799

For:

Laboratory Name: _____

Address: _____

Phone Number: _____

CCRL Laboratory Number _____

I hereby give permission to CCRL to release copies of proficiency sample reports:

Signature (mandatory)

Date

Print Name

Print Title

E-mail Address

This release remains in effect as long as this laboratory participates in the CCRL proficiency sample program.

NOTICE
Effective January 24, 2008

**Illinois Department of Transportation
Requirements for Verification of Quality Assurance Consultants Enrollment in
the AMRL Proficiency Assessment Program**

As part of the prequalification process, Consultants wanting to become precertified as a Quality Assurance Consultant must be enrolled in the AASHTO AAP Proficiency Assessment Program. IDOT now requires consultants enrolled in the program allow IDOT access to their proficiency ratings via the AASHTO AMRL web site. In order to meet the terms of this requirement, as part of the prequalification process, each consultant is directed to the AASHTO web site at:

<http://amrl.net>

Log in to the site as you would to report your firms' proficiency assessment results. Once the firm has logged into the AASHTO web site, complete the following steps:

- Select the black "My Lab" tab at the top of the page.
- Then Under Lab Account in the left column, select Manage PSP Specifiers.
- Select Add New Specifier and then from the dropdown list, select IL Dept of Transportation.
- Select Configure Enrollment Specifiers.
- Make the following samples available for evaluation with unlimited time periods:

AASHTO (Illinois Modified)	ASTM	Description
AGGREGATES		
T 11 (IL)	C117	75-µm (No. 200) by Washing
T 27 (IL)	C136	Sieve Analysis of Fine and Coarse Aggregates
T 84 (IL)	C128	Specific Gravity and Absorption of Fine Aggregate (Slag Labs Only)
T 85 (IL)	C127	Specific Gravity and Absorption of Coarse Aggregate (Slag Labs Only)
HOT-MIX ASPHALT		
T 166 (IL)	D2726	Bulk Specific Gravity
T 209 (IL)	D2041	Maximum Specific Gravity
T 312 (IL)		Superpave Gyratory compaction
T 308 (IL)		Asphalt Binder Content by Ignition
CONCRETE		
T 22 (IL)	C 39	Compressive Strength of Cylinders
T 23 (IL)	C 31	Making and Curing Test Specimens in the Field
T 119 (IL)	C 143	Slump
T 121 (IL)	C 138	Weight, Yield, and Air Content
T 126 (IL)	C 192	Making and Curing Test Specimens in the Laboratory
T 152 (IL)	C 231	Air Content-Type A or B Pressure Method
T 196 (IL)	C 173	Air content by Volumetric Method (if performed)

- Select Next
- Select Finish

Once the process is complete, consultants will no longer be required to submit AASHTO AMRL Proficiency Results as part of the prequalification process.

Contact the Consultant Services Unit of the Illinois Department of Transportation, Bureau of Design and Environment at (217)-782-6916 or the Bureau of Materials and Physical Research at (217) 782-7200 if you require additional information.

David L. Lippert, P.E.
Engineer of Materials
And Physical Research

NOTICE

Construction Guides and Manuals – Memorandums

The Department's Construction Guides, Manuals and Memorandum are available on our web-site at the following address: <http://www.dot.il.gov/dobuisns.html>.

The Manual Sales Order Form is also available at the following address:
<http://www.dot.il.gov/desenv/orderform.html>

NOTICE DBE FIRMS AND PROJECT GOALS

The firms noted on the List of Pre-qualified Consultants on IDOT's website (www.dot.il.gov/desenv/pregcons.html) are firms certified as a DBE in specified areas. It is the responsibility of any prime consultant firm to go to the **Illinois Unified Certification Program** web site (www.dot.il.gov/ucp/ucp.html) to verify the subconsultant is certified as a DBE in the area of work the sub will be performing on a specific project. Only the pre-qualified areas of work the DBE firm is certified in as a DBE will be considered toward the project's DBE goal.

Each list of tasks specified on a DBE's Cost Estimate Consultant Services (CECS) will be verified for DBE certification beginning January 1, 2007.

If you have any questions on DBE certification, please contact Carol Lyle in the Office of Business and Workforce Diversity.

“Special Notice Regarding Disadvantaged Business Enterprises”

The Illinois Department of Transportation (IDOT) has designated various projects advertised in the Professional Transportation Bulletin as requiring participation by Disadvantaged Business Enterprises (DBEs). As a condition for any firm to be considered for a project requiring DBE participation, it must subcontract a minimum of the designated percent to a DBE. Each firm's letter must include a statement that it intends to subcontract the designated percent to a DBE. The Exhibit A in the Statement of Interest must include the DBE Consultant and the category of work they are going to perform.

To be considered as a prime consultant or subconsultant, a DBE must be prequalified with IDOT's Division of Highways' Bureau of Design and Environment (BDE). IDOT's Bureau of Small Business Enterprises (SBE) maintains a Disadvantaged Business Enterprises Directory of certified DBEs for the purpose of providing a reference source to assist firms. You can view/print and download the most current listing of DBE firms at IDOT's web site <http://www.dot.il.gov> under “Doing Business” “Small Business Enterprises” “Disadvantaged Business Enterprises (DBE) Program/IL UCP DBE Directory.” DBE firms who are prequalified by BDE and are interested in performing consultant work are listed under the UCP Directory by Category, Architecture/Engineering Sorted by firm. Any firm desiring to subcontract work to firms that are not certified DBEs should encourage them to become certified by contacting SBE's Certification Section at (217) 782-5490.

Failure to assign at least the designated percent to one or more DBEs or to demonstrate that a good faith effort was made to assign the designated percent shall result in one of the following:

1. Notification to the prime consultant that the Agreement will not be signed until the percentage of DBE participation is met.
2. The Agreement will be signed with the understanding that payments to the prime consultant will be reduced by an amount determined by multiplying the total Agreement fee by the designated percent and subtracting the dollar value of DBE subcontracts.
3. Contract negotiations will be terminated.

Upon completion of the contract, should it be determined the prime consultant failed to assign the designated percent to an eligible DBE or demonstrated that a good faith effort was made to assign the designated percent as agreed upon, payment to the prime consultant will be reduced by the amount set forth in number 2 above.

A complaint regarding any decision rendered by or action by any Division or Office of IDOT pursuant to these requirements may be filed with the Secretary of IDOT.

NOTICE OF ELECTRONIC SIGNATURES

In order for us to verify your scanned in signature (on cover letters, Exhibit A, Disclosure Forms A and B, and Delinquent Payment Form) we request that you complete the Signature Certification for Electronic Submittals form and submit it to us in **hard-copy** immediately. A signature certification form must be completed for each individual that will be signing any of the above mentioned documents. **If you have previously submitted your Signature Certification and no new individual will be signing the documents you are not required to re-submit the document.**

Send Submittal to:
Illinois Department of Transportation
Ms. Janet Pisani
Bureau of Design and Environment
Attn: Consultant Unit (Room 330)
2300 South Dirksen Parkway
Springfield, IL 62764

If you have questions, please contact Carrie Kowalski at: Carrie.Kowalski@illinois.gov

Signature Certification for Electronic Submittal
--

Signature Certification For Electronic Submittals

I certify that my electronically scanned-in signature appearing in future electronic Statements of Interest and associated documents submitted by our firm is authorized to be affixed by the person doing so and will be binding on the firm.

(Firm) (Signature) (Title)

STATE OF _____

COUNTY OF _____ I, _____

a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that

known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that (he/she) signed, sealed and delivered the said instrument as a free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notary Seal this _____ day of _____ A.D. _____

NOTARY PUBLIC

Notice
Of Requirement For
Illinois Department Of Human Rights (IDHR)
Public Contract Number

Following selection, contract all proposal packages submitted to the Illinois Department of Transportation (IDOT) must contain the firm's IDHR number and the expiration date. The Department is required by law to require this number from all parties contracting with the State of Illinois. If your firm currently does not have an IDHR number the application form may be obtained from the following web-site www.state.il.us/dhr/ or may also be obtained by contacting:

DHR, Public Contracts Section
Public Contracts Division
100 W. Randolph,
Suite 10-100
Chicago, IL 60601

or by calling: 312-814-2432 (TDD 312-263-1579)

NOTE: An IDHR public contract number is not required if the firm employs fewer than 15 employees.

Overtime Billing **for** **Engineering Consultant Contracts**

The engineering consultant firm may bill overtime in accordance with Section 2.86 of the Standard Agreement Provisions and the following. When the employee in the same pay period, has worked on more than one project, the amount premium wages charged to a project must be in direct proportion to the total number of hours the employee worked in that pay period. (i.e. total hours worked in pay period = 50 hours (10 of which are premium hours), 25 total hours for the pay period on the project, 5 hours of overtime may be charged to the project.)

NOTICE For Prequalification of Consultants & DBE Revisions

Prequalification:

As stated in each Professional Transportation Bulletin under the guidelines:

Consultant firms acting as prime must be prequalified in all of the advertised areas listed in the project advertisement even if they plan to subcontract part of the project, except where noted in a specific project advertisement. If the prime is not prequalified in the required category(s) stated in the project advertisement, that firm's Statements of Interest cannot be considered for the item.

Within the Statements of Interest (Exhibit A page 3 of 3) the prime must identify any subconsultants and the item(s) of work they will perform. Subconsultants must be prequalified in the category of work they will be performing.

Also as stated in the Standard Agreement Provisions: 2.24 SUBLETTING, ASSIGNMENT OR TRANSFER:

Subconsultants must be prequalified in accordance with the department requirements. For specialized services that are required but which do not fall into the areas of prequalification of the department, a non-prequalified firm may be used with department approval.

DBE Participation:

The U.S. DOT regulation, 49CFR Sec. 26.55(a), states, "When a DBE participates in a contract, you count only the value of the work actually performed by the DBE toward the DBE goals." The IDOT and U.S. DOT regulations further state:

When a DBE subcontracts part of the work its contract to another firm, the value of the subcontracted work may be counted toward DBE goals only if the DBE's subcontractor is itself a DBE. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals.

Effective immediately all subconsultant proposals where a DBE is utilized for the main contract and it is necessary for them to obtain non professional services which would be listed as a direct cost, the amount of those services will not apply to the DBE goal. For example if a DBE geotechnical firm is being used and they use a non-DBE drilling company to do the borings, the cost for this work will not apply to the DBE goal.

However any direct costs incidental to doing the work, per diem, hotel costs etc. will still counted toward the goal.

NOTICE
Construction and Quality Assurance Consultants
S 33- Geotechnical Field Testing and Inspection Class

Professional Transportation Bulletin 117 included a notice that S 33 is a required class for technicians performing soil tests on construction projects. This includes consultant personnel providing Construction Inspection or Quality Assurance Testing on Department projects. The Department will schedule sessions of this class after determining the demand. Below is a description of the class and sign-up information.

Course Objectives

The student will be able to do the following: 1. Determine the Standard Dry Density and Optimum Moisture content of soil or soil mix according to AASHTO T 99. 2. Determine in-place density in accordance with approved test procedures. 3. Select the correct soil curve by the use of a one-point proctor and/or textural classification of the soils. 4. Determine the moisture content of a soil by either laboratory or field methods. 5. Perform validity checks of the soils test results. 6. Report test results in accordance with departmental requirements.

Prerequisites:

1. One year of college level technical training or six months experience, or consent of the course instructor;
2. High school math, including ability to calculate percentages.

Course Length:

Two Days, including written examination.

Cost:

There is no cost to consultants.

Location:

District One, District Eight, and other locations determined by demand.

Schedule:

As determined by demand; late fall, winter, and early spring.

To Register:

Mail or Fax a note or e-mail Brad Risinger in the Technical Training Unit. For each proposed registrant, provide name, firm name, address, phone, FAX and e-mail. Please list multiple registrants in priority order, since seating in initial classes may be limited.

Brad Risinger
IDOT- Technical Training Unit
313 Hanley Building
2300 S. Dirksen Parkway
Springfield, IL 62764
217 782-0128
FAX 217 524-7260
Brad.Risinger@illinois.gov

NOTICE OF TRAINING OPPORTUNITY

Updated 4-24-09

LAKELAND COLLEGE TRAINING COURSES

Lakeland College will be conducting QC/QA Training again this year. Please visit the web-site for further information. Information or schedules can also be obtained by contacting Marlene Browning.

Kathy Willenborg
Lake Land College
5001 Lake Land Blvd.
Mattoon, IL 61938-9336
Phone: (217) 234-5285
Fax: (217) 234-5381 E-Mail: idotqcqa@lakeland.cc.il.us
Internet Homepage: <http://www.lakeland.cc.il.us/idotqcqa>

NATIONAL HIGHWAY INSTITUTE (NHI) COURSES

The National Highway Institute (NHI) Course listing as well as other pertinent information is available at the following address:

<http://www.nhi.fhwa.dot.gov/home.asp>

NATIONAL TRANSIT INSTITUTE (NTI) COURSES

The National Transit Institute (NTI) Course listing as well as other pertinent information is available at the following address:

<http://www.ntionline.com>